

6 VOLUNTEER SLOTS FIRST CHILD, 2 SLOTS PER ADDITIONAL CHILD.
IT IS YOUR OBLIGATION TO FULFILL YOUR JOB ASSIGNMENT. IF YOU CANNOT, IT IS YOUR RESPONSIBILITY TO FIND A REPLACEMENT

Position	Job Description	volunteer	June 18 (Time Trials, Home)	
			1st Half	2nd Half
Announcer				
Meet Official	Vic S, Thomas Fun, David King			
Set up 7:00 to 8:00 am	The Setup crew arrives at 7:00 am to move and setup equipment (sound system, tables, chairs, canopies, pop-ups, starting blocks, snack bar items) from the storage to the pool deck and snack bar area. All trash cans should be emptied and liners replaced, including recycling bins	Set up helper 1	Benjamin Nguyen	
		Set up helper 2	Mia Duong	
		Set up helper 3	Olivia Wong	
Take Down 12:30 pm to end	The Take-down volunteers get started immediately after the meet ends and are responsible for breaking down and returning all equipment to storage	Take down helper 1		Victor Vasquez
		Take down helper 2		Benjamin Nguyen
		Take down helper 3		Mark Cizinski
Clean Up	Home meets only. At the end of the half and at the end of the meet all trash cans must be emptied and liners replaced.	Clean up helper 1	Christine Taylor	Ken Taylor
Concession Manager: Julie Holman, Carol Mai	Snack Bar Helper 7:00-9:00 Includes set up and prep	Snack Bar Helper 1	John Chandler	
		Snack Bar Helper 2	Parisa Mohasesi	
		Snack Bar Helper 3	Caleb Cheung	
		Snack Bar Helper 4	Eric Zeng	
		Snack Bar Helper 5	Linda Rachmat	
		Snack Bar Helper 6	Reily Kirkpatrick	
	Snack Bar Helper 9:00-11:30	Snack Bar Helper 1	Parisa Mohasesi	
		Snack Bar Helper 2	Anh Nguyen	
		Snack Bar Helper 3	Caleb Cheung	
		Snack Bar Helper 4	Ryan Khalaf	
		Snack Bar Helper 5	Linda Rachmat	
		Snack Bar Helper 6	Shawn Ahdoot	
	Snack Bar 11:30- done, includes clean up	Snack Bar Helper 1	Parisa Mohasesi	
		Snack Bar Helper 2	Caleb Cheung	
		Snack Bar Helper 3	Reilly Kirkpatrick	
		Snack Bar Helper 4	Shawn Ahdoot	
	BBQ Master 9-11:30, includes set up	Snack Bar Grill	Connie Tian	
		Snack Bar Grill		
	BBQ Master 11:30-1:30, includes clean up	Snack Bar Grill	Connie Tian	
		Snack Bar Grill		
	Sign In Table	Uses an alphabetical list of the swim team and checks in the swimmers as they arrive to the meet. Uses a permanent marker to write event numbers for each swimmer on his/her inside arm.	Sign-In Boys	Benjamin Nguyen
Sign-In Girls			Sadgun	

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Position	Job Description	volunteer	June 18 (Time Trials, Home)		
			1st Half	2nd Half	
Head Timer	Three timers are assigned to each lane (2 from WPM and 1 from the other team) . The Lane Timer uses a stopwatch to measure the time it takes for a swimmer in their lane to complete their race. When the Meet Official sounds the starting tone, each Lane Timer starts their stopwatch. When the swimmer in a given lane touches the end wall, the 3 Times in that lane stop their respective stopwatches. The times from each of the 3 stopwatches for each lane are written onto the swimmer's swim card by one of the timers, and the middle time is circled and becomes the official time for that swimmer in that event.	Timer-1	Rochelle Wong	Rochelle Wong	
		Timer-2	Ryan Wong	Ryan Wong	
		Timer-3	Shu Mei Shepherd	Shu Mei Shepherd	
		Timer-4	Olivia Wong	Olivia Wong	
		Timer-5	Christy Taylor	Ken Taylor	
		Timer-6	Mark Cyzinski	Spear	
		Timer-7	Spear	Kevin Li	
		Timer-8	Tiana Lin	Eric Zeng	
		Timer-9	Zoran Novakovich	Zoran Novakovich	
		Timer-10	Kevin Li	Anh Nguyen	
		Timer-11	Jason Wang	Jason Wang	
		Timer-12	Jason Wang	Jason Wang	
				Back up Timer	Eric Zeng
		Back up Timer	Rob Yolar	Rob Yolar	
Statistician	Felix Chen				
	Brian Ault	Assisting the statistician to input data into the computer.	Computer Input Assistant	Milena Novakovich	Milena Novakovich
	This is during home meet only. The Sorters sort the cards by time. Then they use the Judges Slip to determine the heat winner as well as any swimmers that were disqualified (DQed) and mark this information on the cards. After all heats for the event have been processed, non DQ cards are sorted by time and 1st - 6th place are written on the cards. The cards are then separated by team and passed to the data entry helper for each team.	Sorter 1	Samuel Anavim	Samuel Anavim	
		sorter 2			
	Collect and distribute swim cards to and from timers and hand to sorter	Runner	Katrina Chen	Katrina Chen	
		Runner	Mia Duong		
		Runner	Parvin Nejad	Parvin Nejad	
Ribbon Coordinator Rosa Takahashi	It involves hand-writing Heat Winner and Team Record ribbons as well as taking the labels produced by the WPM Statistician, and affixing the labels to various ribbons. The ribbons are then placed in the WPM Ribbon File, by swimmer last name. You will also copy DQ information for the coaches use.	Ribbon Writer 1st	Michelle Chuang	Katelyn Schmidt	
		Ribbon Writer 2nd	Michelle Chuang	Benjamin Nguyen	
Ready Bench Manager Anisha Patel	The Ready Bench parents get the WPM swimmers assembled at the "ready bench" prior to their race. When the swimmers come to the ready bench a ready bench volunteer hands each swimmer a swim card that contains their name, team, event#, stroke, and their lane number. The swimmer is then placed in the proper grid location. For a home meets only. A ready bench volunteer will walk the next group of swimmers over to the starting blocks, making sure each kid lines up behind the proper lane (there are 6 lanes). For away meets, the other team's parents will do this.	Ready Bench Check-In	Kyle Chen	Kyle Chen	
		Ready Bench Check-In	Lauren Lum	Katherine Park	
		Stager/Mover Helper 1	Alan Su	Alan Su	
		Stager/Mover	Julia Lin	Julia Lin	
		Stager/Mover Helper 3			
		Stager/Mover Helper 4	Arvin Tavakoli	Eileen Tavakoli	

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Position	Job Description	volunteer	June 25 (vs Colony, Away)	
			1st Half	2nd Half
Announcer				
Meet Official	Vic S, Thomas Fun, David King			
Set up 7:00 to 8:00 am	The Setup crew arrives at 7:00 am to move and setup equipment (sound system, tables, chairs, canopies, pop-ups, starting blocks, snack bar items) from the storage to the pool deck and snack bar area. All trash cans should be emptied and liners replaced, including recycling bins	Set up helper 1		
		Set up helper 2		
		Set up helper 3		
Take Down 12:30 pm to end	The Take-down volunteers get started immediately after the meet ends and are responsible for breaking down and returning all equipment to storage	Take down helper 1		
		Take down helper 2		
		Take down helper 3		
Clean Up	Home meets only. At the end of the half and at the end of the meet all trash cans must be emptied and liners replaced.	Clean up helper 1		
Concession Manager: Julie Holman, Carol Mai	Snack Bar Helper 7:00-9:00 Includes set up and prep	Snack Bar Helper 1		
		Snack Bar Helper 2		
		Snack Bar Helper 3		
		Snack Bar Helper 4		
		Snack Bar Helper 5		
		Snack Bar Helper 6		
	Snack Bar Helper 9:00-11:30	Snack Bar Helper 1		
		Snack Bar Helper 2		
		Snack Bar Helper 3		
		Snack Bar Helper 4		
		Snack Bar Helper 5		
		Snack Bar Helper 6		
	Snack Bar 11:30- done, includes clean up	Snack Bar Helper 1		
		Snack Bar Helper 2		
		Snack Bar Helper 3		
		Snack Bar Helper 4		
	BBQ Master 9-11:30, includes set up	Snack Bar Grill		
		Snack Bar Grill		
	BBQ Master 11:30-1:30, includes clean up	Snack Bar Grill		
		Snack Bar Grill		
	Sign In Table	Uses an alphabetical list of the swim team and checks in the swimmers as they arrive to the meet. Uses a permanent marker to write event numbers for each swimmer on his/her inside arm.	Sign-In Boys	Ryan Khalaf
Sign-In Girls			Spear	

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Position	Job Description	volunteer	June 25 (vs Colony, Away)		
			1st Half	2nd Half	
Head Timer	Three timers are assigned to each lane (2 from WPM and 1 from the other team) . The Lane Timer uses a stopwatch to measure the time it takes for a swimmer in their lane to complete their race. When the Meet Official sounds the starting tone, each Lane Timer starts their stopwatch. When the swimmer in a given lane touches the end wall, the 3 Times in that lane stop their respective stopwatches. The times from each of the 3 stopwatches for each lane are written onto the swimmer's swim card by one of the timers, and the middle time is circled and becomes the official time for that swimmer in that event.	Timer-1	Shu Mei Shepherd	Shu Mei Shepherd	
		Timer-2	Mark Cizinski	Olivia Wong	
		Timer-3	Zoran Novakovich	Bryan Serrano	
		Timer-4	Tiana Lin	Eric Zeng	
		Timer-5	Kevin Li	Kevin Li	
		Timer-6	Albert Li	Albert Li	
		Timer-7		Magie McDowell	
		Timer-8	Victor Vasquez	Victor Vasquez	
		Timer-9	Belana Beeck	Belana Beeck	
		Timer-10			
		Timer-11			
		Timer-12			
				Back up Timer	Hailey Driscoll
		Back up Timer	Caleb Cheung	Katelyn Schmidt	
Statistician	Felix Chen				
	Brian Ault	Assisting the statistician to input data into the computer.	Computer Input Assistant	Katrina Chen	Katrina Chen
	This is during home meet only. The Sorters sort the cards by time. Then they use the Judges Slip to determine the heat winner as well as any swimmers that were disqualified (DQed) and mark this information on the cards. After all heats for the event have been processed, non DQ cards are sorted by time and 1st - 6th place are written on the cards. The cards are then separated by team and passed to the data entry helper for each team.		Sorter 1		
			sorter 2		
		Collect and distribute swim cards to and from timers and hand to sorter	Runner	Farhad Aminian	Victoria Nguyen
			Runner		
			Runner		
Ribbon Coordinator Rosa Takahashi	It involves hand-writing Heat Winner and Team Record ribbons as well as taking the labels produced by the WPM Statistician, and affixing the labels to various ribbons. The ribbons are then placed in the WPM Ribbon File, by swimmer last name. You will also copy DQ information for the coaches use.	Ribbon Writer 1st	Katelyn Schmidt	Ryan Khalaf	
		Ribbon Writer 2nd	Audrey Fung	Audrey Fung	
Ready Bench Manager Anisha Patel	The Ready Bench parents get the WPM swimmers assembled at the "ready bench" prior to their race. When the swimmers come to the ready bench a ready bench volunteer hands each swimmer a swim card that contains their name, team, event#, stroke, and their lane number. The swimmer is then placed in the proper grid location. For a home meets only. A ready bench volunteer will walk the next group of swimmers over to the starting blocks, making sure each kid lines up behind the proper lane (there are 6 lanes). For away meets, the other team's parents will do this.	Ready Bench Check-In	Arvin Tavah	Eileen Tavah	
		Ready Bench Check-In	Asita Aminian		
		Stager/Mover Helper 1	Mia Duong		
		Stager/Mover			
		Stager/Mover Helper 3	Parvin Nejad	Parvin Nejad	
		Stager/Mover Helper 4	Bryan Serrano	Bryan Serrano	

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Position	Job Description	volunteer	July 9 (vs Oak Creek, Home)		
			1st Half	2nd Half	
Announcer					
Meet Official	Vic S, Thomas Fun, David King				
Set up 7:00 to 8:00 am	The Setup crew arrives at 7:00 am to move and setup equipment (sound system, tables, chairs, canopies, pop-ups, starting blocks, snack bar items) from the storage to the pool deck and snack bar area. All trash cans should be emptied and liners replaced, including recycling bins	Set up helper 1	Benjamin Nguyen		
		Set up helper 2	Olivia Wong		
		Set up helper 3	Spears		
Take Down 12:30 pm to end	The Take-down volunteers get started immediately after the meet ends and are responsible for breaking down and returning all equipment to storage	Take down helper 1		Mark Czynski	
		Take down helper 2		Christy Taylor	
		Take down helper 3		Cathy Kirk	
Clean Up	Home meets only. At the end of the half and at the end of the meet all trash cans must be emptied and liners replaced.	Clean up helper 1	Louis Nguyen	Hailey Driscoll	
Concession Manager: Julie Holman, Carol Mai	Snack Bar Helper 7:00-9:00 Includes set up and prep	Snack Bar Helper 1	John Chandler		
		Snack Bar Helper 2	Anh Nguyen		
		Snack Bar Helper 3	Parisa Mohasesi	Maleah Malhotra	
		Snack Bar Helper 4	Tina Wirth		
		Snack Bar Helper 5	Linda Rachmat	Alan Su	
		Snack Bar Helper 6	Reily Kirkpatrick		
	Snack Bar Helper 9:00-11:30	Snack Bar Helper 1	Anh Nguyen		Maleah Malhotra
		Snack Bar Helper 2	Parisa Faradehi		
		Snack Bar Helper 3	Tina Wirth		Katherine Park
		Snack Bar Helper 4	Linda Rachmat		
		Snack Bar Helper 5	Reily Kirkpatrick		
		Snack Bar Helper 6	Sharona Ahdoot		Ryan Khalaf
	Snack Bar 11:30- done, includes clean up	Snack Bar Helper 1	Tina Wirth		Katherine Park
		Snack Bar Helper 2	Linda Rachmat		
		Snack Bar Helper 3	Sharona Ahdoot		
		Snack Bar Helper 4	Reily Kirkpatrick		
	BBQ Master 9-11:30, includes set up	Snack Bar Grill	Connie Tian		
		Snack Bar Grill	Hailey Driscoll		
	BBQ Master 11:30-1:30, includes clean up	Snack Bar Grill	Connie Tian		
		Snack Bar Grill	Louis Nguyen		
	Sign In Table	Uses an alphabetical list of the swim team and checks in the swimmers as they arrive to the meet. Uses a permanent marker to write event numbers for each swimmer on his/her inside arm.	Sign-In Boys	Benjamin Nguyen	
Sign-In Girls			Spears		

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Position	Job Description	volunteer	July 9 (vs Oak Creek, Home)		
			1st Half	2nd Half	
Head Timer	Three timers are assigned to each lane (2 from WPM and 1 from the other team) . The Lane Timer uses a stopwatch to measure the time it takes for a swimmer in their lane to complete their race. When the Meet Official sounds the starting tone, each Lane Timer starts their stopwatch. When the swimmer in a given lane touches the end wall, the 3 Times in that lane stop their respective stopwatches. The times from each of the 3 stopwatches for each lane are written onto the swimmer's swim card by one of the timers, and the middle time is circled and becomes the official time for that swimmer in that event.	Timer-1	John Chandler	Shu Mei Shepherd	
		Timer-2	Rochelle Wong	Ryan Wong	
		Timer-3	Mark Cizinski	Eric Zeng	
		Timer-4	Jason Wang	Jason Wang	
		Timer-5	Olivia Wong	Olivia Wong	
		Timer-6	Shu Mei Shepherd	Maggie McDowell	
		Timer-7	Spear	Rakic Aleksandra	
		Timer-8	Tiana Lin	Kevin Li	
		Timer-9	Zoran Novakovich	Zoran Novakovich	
		Timer-10			
		Timer-11			
		Timer-12			
		Back up Timer	Kevin Li	Louis Nguyen	
		Back up Timer	Rakic Aleksandra	Robyn Yolar	
Statistician	Felix Chen				
	Brian Ault	Assisting the statistician to input data into the computer.	Computer Input Assistant	Zvedana Rakic	Zvedana Rakic
	This is during home meet only. The Sorters sort the cards by time. Then they use the Judges Slip to determine the heat winner as well as any swimmers that were disqualified (DQed) and mark this information on the cards. After all heats for the event have been processed, non DQ cards are sorted by time and 1st - 6th place are written on the cards. The cards are then separated by team and passed to the data entry helper for each team.	Sorter 1	Samuel Anavim	Samuel Anavim	
		sorter 2	Eileen Tavake	Eileen Tavake	
	Collect and distribute swim cards to and from timers and hand to sorter	Runner	Vladimir Popovski	Cathy Kirk	
		Runner	Jane Popovski		
		Runner	Lauren Lum	Lauren Lum	
Ribbon Coordinator Rosa Takahashi	It involves hand-writing Heat Winner and Team Record ribbons as well as taking the labels produced by the WPM Statistician, and affixing the labels to various ribbons. The ribbons are then placed in the WPM Ribbon File, by swimmer last name. You will also copy DQ information for the coaches use.	Ribbon Writer 1st	Michele Chuang	Audrey Fung	
		Ribbon Writer 2nd	Michelle Chuang	Lauren Lum	
Ready Bench Manager Anisha Patel	The Ready Bench parents get the WPM swimmers assembled at the "ready bench" prior to their race. When the swimmers come to the ready bench a ready bench volunteer hands each swimmer a swim card that contains their name, team, event#, stroke, and their lane number. The swimmer is then placed in the proper grid location. For a home meets only. A ready bench volunteer will walk the next group of swimmers over to the starting blocks, making sure each kid lines up behind the proper lane (there are 6 lanes). For away meets, the other team's parents will do this.	Ready Bench Check-In	Kyle Chen	Diana Villa	
		Ready Bench Check-In	Mia Duong		
		Stager/Mover Helper 1	Victor Vasquez	Victor Vasquez	
		Stager/Mover	Alan Su	Teresa Sharp	
		Stager/Mover Helper 3	Katrina Chen	Katrina Chen	
		Stager/Mover Helper 4	Bryan Serrano	Bryan Serrano	

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Position	Job Description	volunteer	July 16 (vs Woodbridge, Home)		
			1st Half	2nd Half	
Announcer					
Meet Official	Vic S, Thomas Fun, David King				
Set up 7:00 to 8:00 am	The Setup crew arrives at 7:00 am to move and setup equipment (sound system, tables, chairs, canopies, pop-ups, starting blocks, snack bar items) from the storage to the pool deck and snack bar area. All trash cans should be emptied and liners replaced, including recycling bins	Set up helper 1	Benjamin Nguyen		
		Set up helper 2	Bryan Nguyen		
		Set up helper 3	Olivia Wong		
Take Down 12:30 pm to end	The Take-down volunteers get started immediately after the meet ends and are responsible for breaking down and returning all equipment to storage	Take down helper 1		Farhad Aminian	
		Take down helper 2		Victoria Nguyen	
		Take down helper 3			
Clean Up	Home meets only. At the end of the half and at the end of the meet all trash cans must be emptied and liners replaced.	Clean up helper 1	Lena Chang	Lena Chang	
Concession Manager: Julie Holman, Carol Mai	Snack Bar Helper 7:00-9:00 Includes set up and prep	Snack Bar Helper 1	Anh Nguyen	Alan su	
		Snack Bar Helper 2	Maleah Malhotra		
		Snack Bar Helper 3	Ryan Khalaf		
		Snack Bar Helper 4	Elizabeth Chang	Margaret Chang	
		Snack Bar Helper 5	Linda Rachmat		
		Snack Bar Helper 6	Alan Su		
	Snack Bar Helper 9:00-11:30	Snack Bar Helper 1	Anh Nguyen		
		Snack Bar Helper 2	Natasha Pimentel		
		Snack Bar Helper 3	Maleah Malhotra	Katherine Park	
		Snack Bar Helper 4	Ryan Khalaf		
		Snack Bar Helper 5	Arvin Tavahe		
		Snack Bar Helper 6	Natasha Pimentel		
	Snack Bar 11:30- done, includes clean up	Snack Bar Helper 1	Arvin Tavahe		
		Snack Bar Helper 2	Cody Nguyen		
		Snack Bar Helper 3	Asita Aminian		
		Snack Bar Helper 4	Louis Nguyen		
	BBQ Master 9-11:30, includes set up	Snack Bar Grill	Connie Tian		
		Snack Bar Grill	Tina Wirth		
	BBQ Master 11:30-1:30, includes clean up	Snack Bar Grill	Connie Tian		
		Snack Bar Grill	Tina Wirth		
	Sign In Table	Uses an alphabetical list of the swim team and checks in the swimmers as they arrive to the meet. Uses a permanent marker to write event numbers for each swimmer on his/her inside arm.	Sign-In Boys	Bryan Nguyen	
			Sign-In Girls	Benjamin Nguyen	

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Position	Job Description	volunteer	July 16 (vs Woodbridge, Home)		
			1st Half	2nd Half	
Head Timer	Three timers are assigned to each lane (2 from WPM and 1 from the other team) . The Lane Timer uses a stopwatch to measure the time it takes for a swimmer in their lane to complete their race. When the Meet Official sounds the starting tone, each Lane Timer starts their stopwatch. When the swimmer in a given lane touches the end wall, the 3 Times in that lane stop their respective stopwatches. The times from each of the 3 stopwatches for each lane are written onto the swimmer's swim card by one of the timers, and the middle time is circled and becomes the official time for that swimmer in that event.	Timer-1	Mark Czynski	Victor Vasquez	
		Timer-2	John Chandler	Victor Vasquez	
		Timer-3	Shu Mei Shepherd	Eric Zeng	
		Timer-4	Tiana Lin	Natasha Pimentel	
		Timer-5	Olivia Wong	Olivia Wong	
		Timer-6	Gwen Ung	Gwen Ung	
		Timer-7	Albert Li	Albert Li	
		Timer-8	Belana Beeck	Belana Beeck	
		Timer-9	Aleksandra Rakic	Aleksandra Rakic	
		Timer-10			
		Timer-11			
		Timer-12			
		Back up Timer	Maleah Malhotra	Maleah Malhotra	
		Back up Timer	Michael Haughey	Michael Haughey	
Statistician	Felix Chen				
	Brian Ault	Assisting the statistician to input data into the computer.	Computer Input Assistant	Svedana Rakic	Svedana Rakic
		This is during home meet only. The Sorters sort the cards by time. Then they use the Judges Slip to determine the heat winner as well as any swimmers that were disqualified (DQed) and mark this information on the cards. After all heats for the event have been processed, non DQ cards are sorted by time and 1st - 6th place are written on the cards. The cards are then separated by team and passed to the data entry helper for each team.	Sorter 1	Samuel Anavim	Samuel Anavim
			sorter 2	Eileen Tavahe	Arvin Tavahe
		Collect and distribute swim cards to and from timers and hand to sorter	Runner	Gwen Ung	Gwen Ung
			Runner	Farhad Aminian	
			Runner	Tina Wirth	Tina Wirth
Ribbon Coordinator Rosa Takahashi	It involves hand-writing Heat Winner and Team Record ribbons as well as taking the labels produced by the WPM Statistician, and affixing the labels to various ribbons. The ribbons are then placed in the WPM Ribbon File, by swimmer last name. You will also copy DQ information for the coaches use.		Ribbon Writer 1st	Michelle chuang	Diana Villa
			Ribbon Writer 2nd	Michelle chuang	
Ready Bench Manager Anisha Patel	The Ready Bench parents get the WPM swimmers assembled at the "ready bench" prior to their race. When the swimmers come to the ready bench a ready bench volunteer hands each swimmer a swim card that contains their name, team, event#, stroke, and their lane number. The swimmer is then placed in the proper grid location. For a home meets only. A ready bench volunteer will walk the next group of swimmers over to the starting blocks, making sure each kid lines up behind the proper lane (there are 6 lanes). For away meets, the other team's parents will do this.		Ready Bench Check-In	Kyle Chen	
			Ready Bench Check-In	Kathy Loomis	
			Stager/Mover Helper 1	Hailey Driscoll	
			Stager/Mover	Asita Aminian	
			Stager/Mover Helper 3	Mia Duong	
			Stager/Mover Helper 4	Parvin Nejad	Parvin Nejad

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Position	Job Description	volunteer	July 23 (vs Woodbury, Away)		
			1st Half	2nd Half	
Announcer					
Meet Official	Vic S, Thomas Fun, David King				
Set up 7:00 to 8:00 am	The Setup crew arrives at 7:00 am to move and setup equipment (sound system, tables, chairs, canopies, pop-ups, starting blocks, snack bar items) from the storage to the pool deck and snack bar area. All trash cans should be emptied and liners replaced, including recycling bins	Set up helper 1			
		Set up helper 2			
		Set up helper 3			
Take Down 12:30 pm to end	The Take-down volunteers get started immediately after the meet ends and are responsible for breaking down and returning all equipment to storage	Take down helper 1			
		Take down helper 2			
		Take down helper 3			
Clean Up	Home meets only. At the end of the half and at the end of the meet all trash cans must be emptied and liners replaced.	Clean up helper 1			
Concession Manager: Julie Holman, Carol Mai	Snack Bar Helper 7:00-9:00 Includes set up and prep	Snack Bar Helper 1			
		Snack Bar Helper 2			
		Snack Bar Helper 3			
		Snack Bar Helper 4			
		Snack Bar Helper 5			
		Snack Bar Helper 6			
	Snack Bar Helper 9:00-11:30	Snack Bar Helper 1			
		Snack Bar Helper 2			
		Snack Bar Helper 3			
		Snack Bar Helper 4			
		Snack Bar Helper 5			
		Snack Bar Helper 6			
	Snack Bar 11:30- done, includes clean up	Snack Bar Helper 1			
		Snack Bar Helper 2			
		Snack Bar Helper 3			
		Snack Bar Helper 4			
	BBQ Master 9-11:30, includes set up	Snack Bar Grill			
		Snack Bar Grill			
	BBQ Master 11:30-1:30, includes clean up	Snack Bar Grill			
		Snack Bar Grill			
	Sign In Table	Uses an alphabetical list of the swim team and checks in the swimmers as they arrive to the meet. Uses a permanent marker to write event numbers for each swimmer on his/her inside arm.	Sign-In Boys	Tiana Lin	
			Sign-In Girls	Christy Taylor	

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Position	Job Description	volunteer	July 23 (vs Woodbury, Away)		
			1st Half	2nd Half	
Head Timer	Three timers are assigned to each lane (2 from WPM and 1 from the other team) . The Lane Timer uses a stopwatch to measure the time it takes for a swimmer in their lane to complete their race. When the Meet Official sounds the starting tone, each Lane Timer starts their stopwatch. When the swimmer in a given lane touches the end wall, the 3 Times in that lane stop their respective stopwatches. The times from each of the 3 stopwatches for each lane are written onto the swimmer's swim card by one of the timers, and the middle time is circled and becomes the official time for that swimmer in that event.	Timer-1	Spear	Maggie McDonald	
		Timer-2	Mark Cizynski	Mia Duong	
		Timer-3	Shu Mei Shepherd	Natasha Pimentel	
		Timer-4	Albert Li	Albert Li	
		Timer-5	Victor Vasquez	Victor Vasquez	
		Timer-6	Belana Beeck	Belana Beeck	
		Timer-7	Maggie McDonald	Margaret Chang	
		Timer-8	Margaret Chang	Katherine Park	
		Timer-9	Hailley driscoll	Katelyn Schmidt	
		Timer-10			
		Timer-11			
		Timer-12			
				Back up Timer	Louis Nguyen
		Back up Timer	Michael Haughey	Michael Haughey	
Statistician	Felix Chen				
	Brian Ault	Assisting the statistician to input data into the computer.	Computer Input Assistant	Adonis Lu	Adonis Lu
	This is during home meet only. The Sorters sort the cards by time. Then they use the Judges Slip to determine the heat winner as well as any swimmers that were disqualified (DQed) and mark this information on the cards. After all heats for the event have been processed, non DQ cards are sorted by time and 1st - 6th place are written on the cards. The cards are then separated by team and passed to the data entry helper for each team.	Sorter 1			
		sorter 2			
	Collect and distribute swim cards to and from timers and hand to sorter	Runner			
		Runner			
		Runner			
Ribbon Coordinator Rosa Takahashi	It involves hand-writing Heat Winner and Team Record ribbons as well as taking the labels produced by the WPM Statistician, and affixing the labels to various ribbons. The ribbons are then placed in the WPM Ribbon File, by swimmer last name. You will also copy DQ information for the coaches use.	Ribbon Writer 1st	Julia Lin	Julia Lin	
		Ribbon Writer 2nd	Lauren Lum	Lauren Lum	
Ready Bench Manager Anisha Patel	The Ready Bench parents get the WPM swimmers assembled at the "ready bench" prior to their race. When the swimmers come to the ready bench a ready bench volunteer hands each swimmer a swim card that contains their name, team, event#, stroke, and their lane number. The swimmer is then placed in the proper grid location. For a home meets only. A ready bench volunteer will walk the next group of swimmers over to the starting blocks, making sure each kid lines up behind the proper lane (there are 6 lanes). For away meets, the other team's parents will do this.	Ready Bench Check-In	Kathy Loomis		
		Ready Bench Check-In			
		Stager/Mover Helper 1	Parvin Nejad	Parvin Nejad	
		Stager/Mover		Diana Villa	
		Stager/Mover Helper 3		Theresa sharp	
		Stager/Mover Helper 4			

6 VOLUNTEER SLOTS FIRST CHILD, 2 SLOTS PER ADDITIONAL CHILD.
 IT IS YOUR OBLIGATION TO FULFILL YOUR JOB ASSIGNMENT. IF YOU CANNOT, IT IS YOUR RESPONSIBILITY TO FIND A REPLACEMENT

Position	Job Description	volunteer	July 30 (vs Greentree, Away)	
			1st Half	2nd Half
Announcer				
Meet Official	Vic S, Thomas Fun, David King			
Set up 7:00 to 8:00 am	The Setup crew arrives at 7:00 am to move and setup equipment (sound system, tables, chairs, canopies, pop-ups, starting blocks, snack bar items) from the storage to the pool deck and snack bar area. All trash cans should be emptied and liners replaced, including recycling bins	Set up helper 1		
		Set up helper 2		
		Set up helper 3		
Take Down 12:30 pm to end	The Take-down volunteers get started immediately after the meet ends and are responsible for breaking down and returning all equipment to storage	Take down helper 1		
		Take down helper 2		
		Take down helper 3		
Clean Up	Home meets only. At the end of the half and at the end of the meet all trash cans must be emptied and liners replaced.	Clean up helper 1		
Concession Manager: Julie Holman, Carol Mai	Snack Bar Helper 7:00-9:00 Includes set up and prep	Snack Bar Helper 1		
		Snack Bar Helper 2		
		Snack Bar Helper 3		
		Snack Bar Helper 4		
		Snack Bar Helper 5		
		Snack Bar Helper 6		
	Snack Bar Helper 9:00-11:30	Snack Bar Helper 1		
		Snack Bar Helper 2		
		Snack Bar Helper 3		
		Snack Bar Helper 4		
		Snack Bar Helper 5		
		Snack Bar Helper 6		
	Snack Bar 11:30- done, includes clean up	Snack Bar Helper 1		
		Snack Bar Helper 2		
		Snack Bar Helper 3		
		Snack Bar Helper 4		
	BBQ Master 9-11:30, includes set up	Snack Bar Grill		
		Snack Bar Grill		
BBQ Master 11:30-1:30, includes clean up	Snack Bar Grill			
	Snack Bar Grill			
Sign In Table	Uses an alphabetical list of the swim team and checks in the swimmers as they arrive to the meet. Uses a permanent marker to write event numbers for each swimmer on his/her inside arm.	Sign-In Boys	Tiana Lin	
		Sign-In Girls	Linda Spear	

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Position	Job Description	volunteer	July 30 (vs Greentree, Away)		
			1st Half	2nd Half	
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		Timer-2	Mathias Beeck	Mathias Beeck	
		Timer-3	Elizabeth Chang	Natasha Pimentel	
		Timer-4	Mia Duong	Margaret Chang	
		Timer-5	Maggie McDonald	Jane Popovski	
		Timer-6	Bryan Serrano	Bryan Serrano	
		Timer-7	Jane Popovski	Katelyn Schmidt	
		Timer-8	Katherine Park	Katelyn Schmidt	
		Timer-9	Valdimir Popovski	Vladimir Popovski	
		Timer-10			
		Timer-11			
		Timer-12			
		Back up Timer	Robyn Yolar	Robyn Yolar	
		Back up Timer	Michael Haughey	Michael Haughey	
Statistician	Felix Chen				
	Brian Ault	Assisting the statistician to input data into the computer.	Computer Input Assistant	Adonis Lu	Adonis Lu
	This is during home meet only. The Sorters sort the cards by time. Then they use the Judges Slip to determine the heat winner as well as any swimmers that were disqualified (DQed) and mark this information on the cards. After all heats for the event have been processed, non DQ cards are sorted by time and 1st - 6th place are written on the cards. The cards are then separated by team and passed to the data entry helper for each team.	Sorter 1			
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		Ribbon Writer 2nd	Cody Nguyen	Diana Villa	
Ready Bench Manager Anisha Patel	The Ready Bench parents get the WPM swimmers assembled at the "ready bench" prior to their race. When the swimmers come to the ready bench a ready bench volunteer hands each swimmer a swim card that contains their name, team, event#, stroke, and their lane number. The swimmer is then placed in the proper grid location. For a home meets only. A ready bench volunteer will walk the next group of swimmers over to the starting blocks, making sure each kid lines up behind the proper lane (there are 6 lanes). For away meets, the other team's parents will do this.	Ready Bench Check-In	Kyle Chen	Kyle Chen	
		Ready Bench Check-In	Diana Villa		
		Stager/Mover Helper 1			
		Stager/Mover	Julia Lin	Julia Lin	
		Stager/Mover Helper 3	Mia Duong	Ca;eb Cheung	
		Stager/Mover Helper 4			