

What Can I Do To Help? TSA MEET POSITIONS (ADAPTED FOR OAK PARK)

Every open position is easily learned, requires no prior experience, and you don't have to do it alone. Leads are responsible for having their respective positions filled for each meet, either home or away and serve as the meet director's primary contact.

A) Meet Director - Assures all meet positions are filled for home meets and serves as focal point for operational issues before, during and after meets. A familiarization of swim meet procedures would be helpful but not required. Training will be made available prior to the first meet.

B) Clerk of Course - Lines up our swimmers in the order that they swim. The announcer calls for each gender/age group for each event to report to the clerk of course. You will organize the swimmers according to the **event sheets** and **lineup sheet** prepared in advance by the coach. You will get to meet all the swimmers and give them a word of encouragement as they line up to swim. You will be moving about the starting end of the pool. At Oak Park, we have two clerks. One clerk greets the swimmers when the kid pushers bring them or when they arrive on their own. The first clerk uses the line up sheet and sends/escorts swimmers to the proper lane. The second clerk verifies their position according to the event sheets and then gives the event sheet to the runner

C) Ribbon Writer - Records the swimmer's name and event on the back of each place ribbon. You will receive the results on the main event sheets after the scorer has recorded the necessary information. You will have a supply of ribbons, a roster for each team and you sit at the ribbon table. You do not pass these ribbons out to swimmers. The coach will do that following the meet or at the next practice.

D) Ribbon Distributor - Passes out ribbons to heat swimmers and commends them as they come out of the water. The winner receives a Heat Winner ribbon and all other swimmers in that heat receive a Participant ribbon. You will be located at the finish end of the pool.

E) Place Judge/Timer - Observes the finish order for the point-scoring heats (main events). First and second place judges use stopwatch to maintain pool records. You'll communicate the finish results to the recorder. You have no duties during non-scoring heats. You will be moving about the pool deck throughout the meet. Each team supplies three judges/timers at each meet.

F) Personal Best Timer - Times all of our team's swimmers at dual meets. Writes down or provide a recorder for your lane's time and swimmer # (if written on swimmer's arms or legs).

G) Recorder - Completes event sheets for each main event by recording the order of finish and times according to the place judges.

H) Runner - Takes event sheets from the Clerk of Course to the recorder. Takes event sheets from recorder and disqualification sheets from stroke and turn judges and carries them to the scorer's table. The runner must deliver the sheets directly to the scorer's table and not allow coaches or other interested parties to see them in transit. This is a mobile position (wear comfortable shoes). Oak Park usually has two runners.

I) Stroke and Turn Judge - Observes the main event swimmers looking for disqualifying motions. These judges must learn what to look for and disqualify swimmers in point-scoring events who commit violations. Heats are not judged. This judge stands on the side of the pool. Each S&T Judge is required to attend a TSA two-hour class. Each team provides one judge per meet.

J) Starter - Furnished by the home team. The starter has complete control of swimmers delivered to the starting blocks by the clerk of the course. Uses the commands "**step up**" (or "**step in the water**" for backstroke), "**Timers and judges ready**," announce the distance and stroke or relay event, "**Take your mark**," press the starting device button. This position remains stationary at the starting end of the pool.

K) Announcer - Communicates to swimmers, officials, and observers over the public address system. Welcomes the visiting team to our pool, announces the officials for the evening, calls each event so the meet flows smoothly, and announces team scores throughout the evening.

L) Meet Setup - Sets up backstroke flags, starting blocks, lane ropes, chairs behind blocks, scoring, ribbon and announcer tables, temporary lights, distributes vests and stopwatches to officials. You need to have the pool ready for warm ups which begin at 5:00pm.

M) Meet Cleanup - Gets the facility back in order, collects trash, and puts away lane ropes, starting blocks, and backstroke flags, 6-under finish rope, lights, and PA system.

N) Concessions - Sets up and operates concession stand at home meets. This position involves some pre-meet preparation.

O) Kid Pushers - Supervises an age group of boys or girls during the meet and delivers swimmers to the Clerk of Course according to the meet lineup sheets prepared in advance by the coach showing each swimmer's events. If your team records the unofficial time for each swim, you will be responsible for making sure all swimmers in your group have their Swimmer number (tattoo) printed on the arm or leg where it will be visible to the personal best times. You will be moving about the pool deck, primarily between the team sitting area and the starting end.

P) Scorer - Keeps a running total of points earned by each team. You will work with the other team's scorer. You will receive results for each main event and give 5 points to first place, 3 points to second, and 1 point to third (relays receive points for first place only). You use a preprinted scoring sheet that is easy to understand. You will be seated at the scoring table. A sheet explaining scoring will be available at each meet.