



## 2006 OMPA JOB RESPONSIBILITIES

**PLEASE NOTE:** All jobs, shift times are subject to change by the OMPA. If the meet is delayed, it is possible all shifts could go longer. Please be on time and flexible. If for any reason you must leave your post, you must find a replacement **BEFORE** leaving. Report to check-in areas before beginning work so OMPA representatives know you're there.

**Timer:** Time races during meet. Unlike most of our league meets, the OMPA uses touchpads to record swimmers' times. You will be asked to push a button at the conclusion of each race. **REPORT TO HEAD TIMER.**

**Timer/Recorder:** Time using a stopwatch and record that time as a fallback to touchpad system. Verify swimmers' names before they start a race - they sometimes get mixed up between lanes! **REPORT TO HEAD TIMER.**

**Marshal:** Crowd control on deck. You will help keep area clear for swimmers. **REPORT TO HEAD MARSHAL.**

**Desk:** Help in a number of areas, including posting results, assembling awards/ribbons, etc. **REPORT TO DESK.**

**Snack Coordinator:** Work with Cathy Morley Foster, OMPA Meet Director for CCC, to call all members participating in meet, reminding them of their designated food item to bring. All items are to arrive before meet starts. At meet itself, ensure snack area is set up for enjoyment by swimmers both days. Replenish food items throughout the day. Keep area picked up (and encourage swimmers to do same!). On Saturday, take home any non-perishable food items, and take home and clean out any beverage coolers left, for bringing back the next day. On Sunday, give away or toss leftover food items, and take home and clean out any coolers, returning them to shed at CCC pool.

**Meet/Team Area Set-up:** Help set up actual meet area around CHS pool AND designated CCC team area. See Cathy Morley Foster, OMPA Meet Director for CCC, and/or Dave Singh, OMPA Representative for CCC, on deck.

**SUGGESTION: Coordinate with other families with this duty to work together.**

**Set-up Co-ordinators:** Pick up team tents from pool shed (there are four small blue pop-up tents and one large brown tent with poles). Also pick up card tables, beverage coolers in shed and team banners in coach's office. Two pop-ups need to be assembled over our team area in grandstands. The banner is to be placed against back of grandstands facing the pool. The remaining pop-ups, tables and coolers are to be assembled in CCC team area on the CHS baseball field. OMPA security will watch the areas until meet is over to guard against vandalism.

**SUGGESTION: Coordinate with Laura Larson, pool manager, and/or the lifeguard on duty to get into shed in plenty of time on Thursday to pick everything up. Coordinate with set-up families with to work together.** The tents are heavy. Bring duck tape, just in case!

**Meet/Team Area Take-down:** Help take down actual meet area around CHS pool AND designated CCC team area as well as pick up around area on baseball field. **SUGGESTION: Work with other families with this duty.**

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**Take-down Co-Coordinator:** Help take down meet and team areas. Disassemble all tents, and return them and tables to CCC pool shed. Snack coordinator will clean and return beverage coolers, ice chests. **SUGGESTION: Work with other families with this duty.**

**Stroke & Turn:** Work stroke & turn shift at meet. Must have completed stroke & turn clinic in June. **REPORT TO HEAD STROKE & TURN NEAR DESK.**

**Warm-Up Parent:** Be on deck for swimmer warm-ups Saturday and Sunday (times vary); pick up any CCC items left on deck and return them to team area for swimmers. **REPORT TO CATHY MORLEY FOSTER.**

**Clerk of the Course:** Help all OMPA swimmers line up in the race preparation area known as Clerk of the Course. Swimmers are placed in areas designed by girls and boys as well as by age group.

**Coaches' Breakfasts/Lunches:/Dinner:** Purchase and/or make individually packaged breakfast, lunch or dinner items (beverages, food) for coaching staff, since they do not get much of a break during meet. To be brought prior to meet starting (breakfast), before noon (lunch), or before start of IM (dinner). All items to be brought in cooler. **Pick up coolers at the end of each day. REPORT TO CATHY MORLEY FOSTER.**

**Questions?** Contact Cathy Morley Foster, OMPA Meet Director for CCC, [cathyfoster@aol.com](mailto:cathyfoster@aol.com), (925) 284-8077.