



## HOSTING A POD



Coach,

Your team has been assigned to assist the meet director and officials in the management of your meet this week or next. The importance of you providing 20 + volunteers to assist in the management of the meet is essential to the efficiency and effectiveness of the meet. Your team is one host, possibly one of two.

Please recruit committed volunteers to represent your team as a pod volunteer. Volunteers should be assigned to a designated event – see Volunteer Staff List.

Once the volunteer is assigned their event, they must view the video for their specific event (see below) for rules and procedures. By viewing the video, they will better understand their responsibility during the meet. Any questions during the event should be addressed to the Meet Director or official.

General meet video <https://www.youtube.com/watch?v=yo6Zx3ZZ5bc>

Volunteering for these events? View these videos

- High Jump: [Watch video](#)
- Long Jump: [Watch video](#)
- Standing Jump: [Watch video](#)
- Shot Put: [Watch video](#)
- Discus: [Watch video](#)
- Finish line officiating: [Watch video 1](#) , [watch video 2](#)

On the day of your meet, please arrive one hour before your event. Check in at the finish line. The meets will last approximately 3.5-4 hours.

**ALL VOLUNTEERS MUST WEAR MASKS.**



*Thank you!*

# Diocese of Cleveland CYO Track & Field Meet

# Staff Check-in

Location: \_\_\_\_\_

Date \_\_\_\_\_

<u>Site Provided Staff</u>	<u>Print Name</u>	<u>Responsibility</u>
Site Director	_____	Oversees the general operation of the meet facility.
Finish Line Judge	_____	Calls Race finishes, Communicates with Clerk/Starter, supervises Clock Operator & Slip Supervisor, Reports to the Starter
Clock Operator	_____	Starts and Resets the clock as well as times Lane 1, supervises timers below. Reports to Finish Line Judge.
Time Slip Supervisor	_____	Marks slips and Hands slips to athletes at end of race, supervises recorders below. Reports to Finish Line Judge
Long Jump Head Judge	_____	Measures & Calls Fouls, Supervise staff and Reports to Field Referee
High Jump Head Judge	_____	Records, Measures & Calls Fouls, Supervise staff and Reports to Field Referee
Standing Jump Head Judge	_____	Measures & Calls Fouls, Supervise staff and Reports to Field Referee
Shot Put Head Judge	_____	Measures & Calls Fouls, Supervise staff and Reports to Field Referee
Discus Head Judge	_____	Measures & Calls Fouls, Supervise staff and Reports to Field Referee
Announcer	_____	Calls Running Events and Field Events over PA System. Reports to Site Supervisor.

<u>Team Provided Staff</u>	<u>Team</u>	<u>Name</u>	<u>Responsibility</u>
Timers			Lane 2
			Lane 3
			Lane 4
			Lane 5
			Lane 6
			Lane 7
			Lane 8
			Time Slip Runner
Track Result Recorder			Records Info & Times on slips
			Records Info & Times on slips
			Records Info & Times on slips
Long Jump			Records Results on slips
			Marks Jumps slips
			Raker
Shot Put			Records Results on slips
			Marks Throw
			Retrieves Shot Put
High Jump			Replace bar & help measure
			Replace bar & help measure
Discus			Records Results on Slips
			Marks Throw
			Retrieves Discus
Standing Jump			Records Results on Slips
			Marks Jumps
			Raker