

# Volunteer Assignment Schedule

	Check-in	Check-out
<b>Announcers</b>	Beginning of warmups*	End of session
<b>Awards</b>	As needed	
<b>Awards (pins)</b>	Beginning of warmups*	End of session
<b>Computer</b>	Beginning of warmups*	When all results are completed
<b>Hospitality</b>	As needed	
<b>Marshal</b>	10 minutes prior to warmups*	End of session/AFTER last relays
<b>Office</b>	Manager 10 minutes prior to warmups*; others beginning of warmups*	
<b>Officials</b>	Sign in at the beginning of warmups*; report to officials' meeting	Determined by Referee
<b>Programs (Finals)</b>	30 minutes prior to Finals warmups*	When sold out
<b>Program sales</b>	Beginning of warmups*	Depends on session**
<b>Runner</b>	Beginning of warmups*	End of session
<b>Timer</b>	Sign in at the beginning of warmups*; report to timers' meeting	AFTER last relays
<b>Timer, backup</b>	Sign in at the beginning of warmups*; report to timers' meeting	AFTER last relays
<b>Timer, head</b>	10 minutes prior to the beginning of warmups*	AFTER last relays
<b>Timer, relief</b>	Sign in at the beginning of warmups*; report to timers' meeting	AFTER last relays
<b>Setup</b>	90 minutes Before the Start of Warmups	Determined by Meet Director (typically during warmups)
<b>Breakdown</b>	10 minutes before the end of session	Determined by Meet Director
<b>Zones table</b>	Beginning of warmups*	End of session

**\* Beginning of Warmups:**

Thursday Evening- 3:30pm

Morning Sessions- 7:00am

Finals Sessions- 4:30pm

**\*\* Program Sales:** Program sales can close shop midway through the session, or when clearly over for the session. Please discuss with Meet Director at the beginning of assignment.

