

CNISSF-SOUTH I VOLUNTEER INFORMATION

GENERAL INFO

Each team is asked to provide volunteers (usually parents/family) per a specific schedule that is available on www.south1race.org. We ask volunteers to confirm first through their coaches and then to us via email south1race@gmail.com. It is a fun way to be involved on the hill and help our league.

Report to **Brian Caldwell** (Division Coordinator) Or to **Taylor Caldwell** (Head Scorekeeper) in the Aspen Café (in the Main Lodge) by **8:15** am. You will have some time to get yourself ready but we also need help to prepare for the race. Be sure you have dressed appropriately for the weather and have plenty to drink and either snacks or a packed lunch to take with you on the hill. Sometimes there are unforeseen circumstances and needs and 'free' time may be limited.

➤ If you need a volunteer lift ticket, let us know by 8 am (or, preferably, before the day of the race). We have a limited number available for each race to those who are volunteering and need to access the lift. Duties may be shared between volunteers (e.g. 1 person does it morning and the other in the afternoon). We may have enough volunteer lift tickets available to do this, but you may need to share.

BEFORE THE RACE – BOTH Scoreboard and Liner Upper Volunteers

➤ Around **8:30** you'll be given Start Lists from the scorekeeper and instructions to write the racers' information on the Scoreboards in order **within each Class**. Classes are shown below; write them in the orders shown (skiers and boarders race simultaneously on different courses).

Ski :

- *WVS = Women Varsity Ski*
- *WOS = Women Open Ski (may not be needed)*
- *MVS = Men Varsity Ski*
- *MOS = Men Open Ski (may not be needed)*

Board :

- *WVB = Women Varsity Board*
- *WOB = Women Open Board (may not be needed)*
- *MVB = Men Varsity Board*
- *MOB = Men Open Board (may not be needed)*

➤ Use the dry erase pens provided (so we can erase the board for the next race). Plan ahead to see how much room you need to fit all racers on the scoreboard (there are usually 2 scoreboards, 1 for ski and 1 for board).

Save room to write the 1 st run time **and** 2nd run time.

LINER-UPPER (one volunteer for Ski and one volunteer for Snowboard)

- We will issue you each a **radio**. You will need to communicate with us and the Head Gatekeeper on the hill. You are responsible for the radio, do not loan them out. They need to be returned to us at the end of the race. **Radio Channels will be separate for SKI and BOARD**
- You will be given **Start Lists to take** to the top of the Starting Line and distribute to those indicated on each list (they will be marked). There may be extras or more than one for each team.

o Liner Upper (2) = 1 Ski, 1 Board (**this is you**)

o Starter = Starter (Sierra employee)

o AM-AR = Amador/Argonaut

o CC = Capital Christian

o ED = El Dorado

o GS = Golden Sierra

o OR = Oakridge

o PO = Ponderosa

o UM = Union Mine

o *Nothing written on it* = Extras (sometimes)

- **The 1st run is normally scheduled to start at 10:00.** Introduce yourself to the Starter (Sierra employee with the headset) and check to see if the Race is on time. Also introduce yourself to the Head Gatekeeper (one for Board and one for Ski). One of us are in contact with you and the Timer (shack at the bottom of the course) separately. So if you get info/instructions from us to pass on to the Starter please do so verbally.
- Approximately 10-12 minutes prior to the actual start time, call out a "10 minute warning" to the racers, tell them to get ready to line up. **HINT:** usually when the gatekeeper's are being set we are about 10-15 min from the start. Sierra will arrange to send 'fore-runners' to test the course/timing. This may happen during this time or after the gatekeeper's are set.
- Approximately 5-7 minutes prior to race time, start lining up the racers IN ORDER of the Start List. Women go first; Start lining up Men immediately after the women. There will be a short break between the Women's and Men's races for the Head Gatekeeper to collect the gatekeeping cards; then a 'course clear' message will be relayed to you to let the Starter know it's ok to start the Men's race.
- Check off the racers as you go and **verify their name and bib#** (sometimes mistakes are made). *If you have time you can periodically announce to us through your radio which bib# is leaving the gate and which is on deck, this helps us at the bottom. This is particularly helpful for the first racer, start of OPEN class, last racer.*
Please communicate with us any time via radio for any questions or issues.
- **Inform the Starter when the race order or bib# alters in any way.** **If any racers fail to show** let the starter know that there is a "DNS" (did not start). That way, it will get communicated to the Timer so that they can make sure the appropriate time is associated to the correct racer (Bib #). If you see "DNR" (did not race) on the Start List, it means the racer is not there that day, they should not be racing. If they show up let us/starter know immediately.
- **If a racer fails to show for their start, but shows later**, they may race but they have to race at the next to last position in their Class (ex. Varsity vs Open). If their class has already finished, then advise the Starter and he will communicate with the Timer about when/if they can be accommodated to race. *There are exceptions to this rule, we will inform you if a racer is on their way and when they can enter the line.*
i.e. **RE-RUNS:** If a racer has a re-run (for various reasons) they are allowed to jump into the start order when they are returned and ready. Let the starter know.

Let us know via radio when the last racer is in the gate and then when they are starting on the hill. We also want to verify that all the racers have an opportunity to do their run/re-run

Additional info for Liner Uppers:

- Make sure the racer's bib is completely visible. If the racer has a hoodie on, the hoodie should be tucked "inward" (between their body and their clothing) to ensure it doesn't fly out while racing. This is both a safety issue and a visibility issue for the gatekeepers and timers.
- General Duties include: - monitoring racers for --cleaning up after themselves, --language, --keeping the start arena reasonably uncongested (free of those not ready to race); there can be one or two "coaches" per kid in the line – (the "coach" can be a fellow racer), etc. But if the "coaches" are a big group of kids and they are in the way, feel free to mosey some of them along.

Basically, be a parental figure and monitor that things are running smoothly and everyone gets a fair chance to prepare for their race. **At times, the cheerleading can get so loud that the Starter can't communicate with the Timer – if it seems like it's getting too loud to you, check with the Starter and see if he wants you to quiet them OR move them further away. **FYI -- It is a requirement that racers have their **bibs on unless they are changing clothes. **FYI -- Racers must also have their **helmets** on when their feet are attached to a board/ski and/or if they are in the race arena – this will cost the team penalty points at State Finals and may cause penalty points at the Division level races as well. **As busy as this job is, you'll notice there is lots of time to get to know the racers and cheer them on.

- After the first run, you will have about a 20-30 min break (meaning restroom/hot chocolate, not a full sit down meal). You will need to be back up to the Start at least 15-20 minutes before the scheduled start time for the 2nd run. There is a chance that we may ask you to take the 2nd start list up to the top and loop around – so check with us at the bottom of the hill. Normally once the 1st race is over there is about 15 min for course reset, 15 min for course inspection and 15 min for gatekeeper setting (45 min total).
- **The second run order will be re-sorted for each of the classes.** The second run is created by "flipping" the start order of the #1 racers {the "first seed" for each team} and the remaining racers are sorted by fastest time. Open is always last. **Consequently, the 2nd run starts are much closer in succession because the racers are more naturally aligned to their race speed (so you'll have to be quicker in getting kids lined up).
- After the 2nd run is completed check with us before being released from your volunteer duties. **Please return supplies to us at the bottom or in the Aspen Café. Return the radio to us directly by hand.**

SCOREBOARD VOLUNTEERS- depending on the race run you might need to hike up a slope or ski/board to the finish line. We should know the day before the race. You may bring a chair if you like

- After helping to get the scoreboards ready you will be given supplies to take to the finish and help with set up. Plan to do set up at least 30 minutes before the scheduled Start Time.
- **The race is scheduled to start at 10:00.** We are most likely near the bottom of the course and you can check with us to see if we are on schedule.
- Finish Times may be announced either over a P.A., through a radio, tablet or printout that we will coordinate for you. You will write down times on the scoreboard as they are available. We will show you how to do this. ****DO NOT approach the Timing Shack/Table or interfere with the Sierra employees during their timing.** The first run is pretty easy because the racers are normally in order of the Start List. The second run is harder because the race orders are resorted. You will get a second run start order list to help you. If you have any questions just ask us.

➤ **Things that you might hear to write down for you include:**

“57.21 seconds” = 57.21 OR “1 minute, 2.85 seconds” = 1:02.85

DNR = Did Not Race (we knew about it before we printed the start list)

DNS = Did Not Start (didn't know about it until after we printed the start list; or their second run)

DNF= Did Not Finish (usually fell and didn't get a time/finish)

DQ = Disqualified (normally we will put some type of reason like MG “missed gate” or FTY “failed to yield” to faster racer). Write the reason on the scoreboard so that coach/racer knows why, and the time you did so.

- After the first run, you will have about a 30 min break (meaning restroom/hot chocolate, not a full sit down meal). You will need to be back up to the Finish at least 10-15 minutes before the scheduled start time for the 2nd run. You might need to fill in any missing times from the first run.
- The **2nd run** is trickier for you, because the racers are **racing in a different order** based on their time (except for the first 6-8 racers of each class who are simply ‘flipped’ in order). It is common to have someone who raced near the beginning on the 1st run race toward the end on the 2nd run (maybe they fell and had to hike on the first run).
- The racers are not supposed to bug you. The racers are also not supposed to approach the timing shack (approaching the timing shack without consent from the timing shack may cause penalty points). However, **if a racer has a specific concern** (e.g. the racer overtook another racer and wanted to make sure we know about it), please assist that racer in communicating with us through their coach immediately. If the racers/spectators are bugging you, feel free to tell them to back up and give you room and keep quiet so that you can do your work. **If there are questions about times, DQ's, etc they are supposed to go through their coach and directed to us.**

As a general rule, though, you will have some time to socialize, grab a snack or watch your child.

AFTER THE RACE After the 2nd run is completed please return all supplies to us and check to see if you are released from your volunteer duties. We may have you help carry items on the way back to the lodge.

Thank You, we couldn't do it without your help!