

Middlebury Ski Club Work Policy Information Sheet

The Middlebury Ski Club staffs several races each winter at the Middlebury College Snow Bowl. The club raises most of its operating budget from racer entry fees, enabling us to keep our club membership dues down. *Each family is required to work four (4) race work slots per season. Single parent families may request a two (2) slot requirement.*

The race schedule is listed on the application form each year. Please sign up for races that you think you may be able to work. We realize that ski season is a ways off and that schedules change, however, it gives us a good starting point to plan for those races.

Your help is very important to the existence of the club. If unable to fulfill the work requirement, you may opt to pay \$100 per race slot and we will hire a replacement for you.

The various jobs are as follows:

Race Chairman

Makes sure all jobs are filled before each race. Keeps track of which club members work, posts work sheets and orders trophies.

Registration

Development, JIII, IV, V

Arrive 7:30 a.m. in Snow Bowl library to hand out bibs to teams. Bibs must be collated by team before 7:30 a.m.; this can be done the day before the race.

Masters, Seniors, J1/J2: Hand out bibs to individual racers, check vouchers, get bib deposits, trouble-shoot late entries, wrong points, etc. Set up and be ready to start at 7:30 a.m. of race day.

Bib Collecting

J3/J4/J5/J6

Collect bibs from racers as they cross the finish line after second run. Put bibs back in order.

J1/J2: Same as above, but must also return bib deposits. Track down racers who did not take a second run.

Starters

Starter: Gets racer into gate. Gives countdown to racer when timer indicates.

Start assistant: Gets racers in line and organized.

Hand Timer: Records start times on a backup timer or stopwatch.

Scoreboard

Puts names from running order on scoreboard sheets BEFORE the race. Stands at scoreboard and records announced time for each racer on the scoresheet.

Timing Room

Quiet and concentration are necessary. Preferably willing to work more than two races.

Head Timer: Experienced person. Sets pace, rhythm, and runs the race. Pressure job.

Communicates with starter, midstation and finish.

Backup timer: Runs second clock. Writes bib numbers on tape printout from backup clock. Good training for head timer job.

Recorder: Writes down the head timer's times.

Announcer: Needs a voice that carries. Listens and repeats times, racers names when on course, and at the finish.

Computer: Enters all data into computer for race results.

Race Secretary

(Paid position, hired for the season) Enters racers names into computer, makes copies of start order before race, enters data, prepares race results. For J1 and J2 races, must check vouchers received, handle checks, field phone calls one to two weeks before the race.

Gatekeepers(GK)

Head Gatekeeper: Assigns GKs to specific gates. Trains new GKs. Makes sure all GKs are in position half an hour before start of race until all racers have completed the course. Collects cards from all GKs and reports DSQs. Will need knowledge of ski racing rules, will serve on race jury if necessary.

GateKeepers Meet before race as designated

by head GK for training and assignments. Dress warmly. Hand warmers and something to stand on to keep your feet out of snow are helpful. Be ready and at assigned gates ½ hour before start of race. Stay in position until head GK collects your card. You are responsible for watching to see that all racers go through your assigned gates, marking those that do not. Replace gates that are knocked down.

Finish

Hand Timer: Records finish times on a backup timer or stopwatch.

Finish assistant: Verify that each racer has gone through the finish. Keep non-racers out of the finish area.