



Hello Swim Chairs and Coaches,

Please find attached the 2022 County Volunteer [assignments](#) for each club.

Please be aware that each position must be filled for the entire meet and names of relief volunteers should be provided when the first person signs in for the day.

All volunteers must display lanyards with credentials at all times. No one will be allowed on the pool deck without credentials. All lanyards should be returned at the end of the meet. There will be a box outside the office door near the main entrance.

All volunteers should sign in at the volunteer sign in table which will be located outside the main entrance starting at 6:15 am.

Please have your volunteers report at the following times:

Hospitality, Sign-in Table for Volunteers, Program sales	6:20 am
Deck Marshalls	6:45 am
Timers and all other volunteers	7:15 am

If a volunteer does not sign in, the coaches and swim chairs will be responsible for filling the slots and the meet will not start until all positions are accounted for.

Also every club needs to provide the name of one “clean - up” volunteer before Friday at 12:00 noon. This person will be responsible for making sure your team’s area is left the way you found it when you arrived. Coaches and swim chairs are ultimately responsible to see that this happens. We need Roxbury to agree to host in the future and this is a key factor in making that happen.

Please note that Deck Marshalls are gender specific (M or F) as part of the responsibility requires entry to the male and female locker rooms. Also a few of the assignments already have names of club members who will be filling those roles.

Thank you and please let us know if you have any questions about the responsibilities of any of the volunteer roles.

Catherine Holden & Kim Wise  
FCSL Volunteer and Hospitality Coordinators

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