



Freestyle Ontario (FO) & Freestyle Canada (FC)

## VOLUNTEER ROLE DESCRIPTIONS

### Timber Tour 2018

Thanks to the support of our amazing volunteers, each season FO is able to host great events that bring together the freestyle community and provide opportunities for our athletes to showcase their skills with their fellow skiers. Without the support of volunteers like you, we would not be able to deliver events to the quality that we do!

If you are interested in volunteering at a Timber Tour this season please take a look through the volunteer role descriptions below. Please note \*\*Positions that have (MO) in the title are unique to mogul events. If you are volunteering at an event without moguls please disregard these positions. Please refer to the Timber Tour schedule below to find which disciplines your Timber Tour will have.

#### Timber Tour Dates & Disciplines:

- January 20<sup>th</sup> – 21<sup>st</sup>, 2018 (Slopestyle/Slopestyle)
- February 3<sup>rd</sup> – 4<sup>th</sup>, 2018 (Single Mogul/Single Mogul)
- February 10<sup>th</sup> – 11<sup>th</sup>, 2018 (Slopestyle/Single Mogul)
- \*Provincials: February 22<sup>nd</sup>-25<sup>th</sup>, 2018 (Single Mogul/Dual Mogul/ Slopestyle)
  - \* Clubs must host 3 disciplines over 4 days (including first day as a training day).

#### Volunteer Position Index:

##### **1.0 Competitions Crew Positions**

- 1.1 Chief of Course
- 1.2 Assistant Chief of Course
- 1.3 Chief of Timing (MO)
- 1.4 Hand Timers (MO)
- 1.5 Announcer
- 1.6 Chief of Scoring
- 1.7 Assistant Chief of Scoring
- 1.8 Score Runners
- 1.9 Chief of Registration
- 1.10 Registration Help

##### **2.0 Course Crew**

- 2.1 Knoll Masters
- 2.2 Landing Choppers (MO)
- 2.3 Chief of Start/Starter
- 2.4 Start Assist
- 2.5 Flagger (MO)



## **SECTION 1.0 COMPETITION CREW**

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### **1.1 Chief of Course**

**Reports to:** Chief of Competition | **Oversees:** Course Crew

**Description:** The Chief of Course is responsible for the preparation, building and maintenance of the specified course in slope style, moguls, aerials and half pipe. There is a chief of course for each discipline

**Duties:**

- Prepares the build schedule and communicates with the course crew and advises the chief of competition of needs that are not within the scope of the chief of course
- Opens and closes the course according to event schedule
- Responsible to see that bibs are worn by all athletes
- Be present for course inspection with Jury and Jump shapers
- Attends team captain meetings

**Location:** On specified course (moguls, aerials, slopestyle, halfpipe)

**Time Frame:** Present for all training days and competition days and during course build

**How to prepare:** Chief of Course is primarily an outside role, should have experience building and maintaining the specified course, dress accordingly!

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### **1.2 Assistant Chief of Course**

**Reports to:** Chief of Course | **Oversees:** Course Crew (as specified)

**Description:** Assistant Chief of Course supports the Chief of Course with all duties as needed

**Duties:**

- Assists can serve as the Chief of Course as needed
- Monitors and maintains the course for deterioration and wear
- Oversees Course Crew

**Location:** On specified course (moguls, aerials, slopestyle, halfpipe)

**Time Frame:** Present for all training days and competition days and during course build

**How to prepare:** Assistant Chief of Course is primarily an outside role, should have experience building and maintaining the specified course, dress accordingly!

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### **1.3 Chief of Timing (Moguls & Dual Moguls)**

**Reports to:** Chief of Competition & Chief of Scoring | **Oversees:** Hand Timers

**Description:** Oversees all timing operations for Moguls and Dual moguls events

**Duties:**



- Confirms that timing equipment has been installed correctly has been tested and is functional
- Responsible for the organization and layout of the finish area
- Distributes the proper timing forms and equipment, Calculates backup hand times
- Verifies start protocol with Starter, Head Judge, TD and CC
- Responsible for the accuracy of the timing
- Responsible for the coordination of officials at the start and finish
- Reports to the Chief of Competition and Chief of Scoring

**Location:** Moguls Course

**Time Frame:** Present for all competition days and setup/testing during training days

**How to prepare:** Chief of Timing is primarily an outside role, dress accordingly. Please communicate with starter, head judge, TD and CC throughout event, should be familiar with moguls scoring process

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#### **1.4 Hand Timers/Back Up Timers (Moguls, Dual Moguls)**

**Reports to:** Chief of Timing

**Description:** Hand timers use a stop watch to record manual times as back up for automated times

**Duties:**

- Record hand times for each competitor
- Test equipment and combined accuracy during final training runs
- Deliver records to Chief of Timing
- Report to Chief of Timing

**Location:** Moguls Course

**Time Frame:** Present for all competition days

**How to prepare:** Receive instructions on timing process from Chief of Timing and meet with flaggers to confirm timing process. This role is outside, dress accordingly.

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#### **1.5 Announcer**

**Reports to:** FO Event Manager & Chief of Comp

**Description:** Commentator of competition

**Duties:**

- Communicates competition schedule to the public, athletes, parents etc.
- Recognizes sponsors, entertain public, commentate athletes runs etc.

**Location:** Course near Judges' stand

**Time Frame:** Present for competition days

**How to prepare:** should be comfortable identifying tricks and maneuvers in specified discipline and with public speaking. This role is outside, dress warmly.

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#### **1.6 Chief of Scoring**

**Reports to:** Chief of Competition **Oversees:** Score assists, score runners

**Description:** Works with officials, coaches, volunteers and judges to oversee the entry of all scores

**Duties:**

- Enters all competitor info in Winfree along with all technical data requested by TD
- Distribute competitor list to be checked and signed by Team Captains before each draw
- Create and distribute run order(draw), confirm entrants and provide 1 run order to each team, jury member and chief of start
- Confirms the system for receipt of scores and timers records, then briefs the start assists
- Oversee entry of all scores
- Make scores available to the Announcers as soon as possible
- Print results (unofficial) as soon as possible at the end of the first round and qualifications
- Works with the Head Judge to verify all scores and make corrections as needed
- Copies and readies for distribution final round run orders as soon as possible
- Print Official Results as soon as possible
- Sign and see that all signatures are on the final results

**Location:** Indoors at registration office

**Time Frame:** Present for competition days and prepare during training day

**How to prepare:** should be trained and comfortable using Winfree scoring software. This position has lots of math and numbers!

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### **1.7 Assistant Chief of Scoring**

**Reports to:** Chief of Scoring **Oversees:** Score assists, score runners (as specified)

**Description & Duties:**

- Assists and acts as the Chief of Scoring as needed
- Enter all scores into Winfree
- Copy results as soon as possible after verification and signing
- Reports to the Chief of Scoring

**Location:** Indoors at registration office

**Time Frame:** Present for competition days

**How to prepare:** Should be comfortable with quick math, and receive training from Chief of Scoring on enter scoring data.

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### **1.8 Score Runner**

**Reports to:** Chief of Scoring & Scoring Assist & Head Judge

**Description & Duties:**

- Deliver the hard copy of Judges' scores and Timers' records from the Judges' Assistant and Head Timer to the Assistant Scorekeeper

**Location:** Outdoor & Indoor between Registration office and Judge stand

**Time Frame:** Present for competition days

**How to prepare:** Dress for being outdoors, in comfortable footwear

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### **1.9 Chief of Registration**



**Reports to:** Chief of Competition and FSO Events Manager

**Description:** Oversees registration process of all athletes & all tasks in the competition office

**Duties:**

- Prepares and distributes competitors' packets.
- Ensures that all forms for start, judging, and timing are properly distributed.
- Coordinates with Chief of Scoring to prepare forms.
- Supervise registration of all competitors.
- Receives and records early registration.
- Ensures that results are duplicated and distributed properly.
- Ensures that the official results contain the information required by rule 3045.
- Reports to Chief of Competition & Chairperson

**Location:** Indoor at competition for duration of the event

**Time Frame:** All training days and competition days

**How to prepare:** should be organized and familiar with FSO Timber Tour registration process

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### **1.10 Registration Help**

**Reports to:** Chief of Registration and FSO Events Manager

**Description & Duties:**

- Assists Chief of Registration and Events Director with registration tasks
- Hands out and records bib numbers
- Directs all registrants and inquiries to the appropriate places
- Communicates schedule and registration requirements to athletes and parents

**Location:** Indoor at competition for duration of the event

**Time Frame:** All training days and competition days

**How to prepare:** should be organized and familiar with FSO Timber Tour registration process

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## **SECTION 2.0 COURSE CREW**

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### **2.1 Knoll Masters**

**Reports to:** Chief of Course

**Duties & Description:**

- Directs traffic through specified course on the knoll of each jump (moguls, slopestyle and aerials)
- If athlete falls or is injured, knoll master halts traffic until athlete is cleared
- Knoll masters part of course crew who help with set up and tear down of event assets

**Location:** Outdoor on course jump decks

**Time Frame:** All training days and competition days

**How to prepare:** be familiar with event schedule and competition run times, dress for outdoors and bring skis

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### **2.2 Landing Choppers (MO)**



**Reports to:** Chief of Course

**Duties & Description:**

- Ensures that landings are uniformly chopped, and deep to make landings safe for all athletes
- Choppers should use a flat shovel and drive the blade straight down to break the snow surface and loosen lower layers and ensure that landings are soft

**Location:** Outdoors on moguls course jump landings

**Time Frame:** All training days and competition days

**How to prepare:** comfortable with heavy shoveling, on time for early site preparation

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**2.3 Chief of Start**

**Reports to:** Chief of Course **Oversees:** Assistant Starter

**Description:** Oversees the start order and funneling of athletes through competition course

**Duties:**

- Obtains start lists and pacesetters and forerunners for self and assistant
- Post start list for competitors & team leaders
- Checks to see that competitors bib number matches run order
- Wait for the Head Judge and monitors the radio to hear when they are ready for the next competitor
- Confirms start protocols with TD, CC and HJ
- Provides competitor information as required by start protocols and confirmed with the TD, Head Judge and CC
- Notifies the jury of any competitors not ready at their indicated start time, or if DNS.
- Follows CFSA start procedures, monitors start area and refuses access to course of public
- Can allow and notify the Jury of provisional re-runs authorized by the Chief of Start.
- May be involved with protests regarding starts
- Obtain minimum of 4 run order sheets from the Chief of Scoring
- Monitor who is in the start area
- Does not allow any non CFSA members on the courses

**Location:** Outdoors on specified course start area

**Time Frame:** All training days and competition days

**How to prepare:** outdoor clothing, start lists and communication with HJ, CC and FSO Manager, to receive training and instruction prior to event

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**2.4 Start Assist**

**Reports to:** Chief of Course & Chief of Start

**Duties & Description:**

- Alerts the next 3 athletes to their imminent start , maintains start area management
- Dual Moguls: updates ladder in the start area

**Location:** Outdoors on specified course start area

**Time Frame:** All training days and competition days

**How to prepare:** outdoor clothing, communication with volunteer coordinator

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## **2.5 Flagger (MO)**

**Reports to:** Chief of Course & Chief of Start

**Description & Duties :**

- Flagger signals when athlete starts their run for hand timers
- Drops/signals flag when competitor leaves the start area
- Reports to Chief of Timing

**Location:** Start area of Moguls Course

**Time Frame:** Present for all competition days

**How to prepare:** Receive instructions on timing process from Chief of Timing and meet with hand timers to confirm timing process. This role is outside, dress accordingly.

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If you have any questions about the preceding Volunteer roles, or want more information about the positions please contact <mailto:Jared@freestyleontario.ski> or contact your local organizing committee.