Championship Meet Responsibilities – MS

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| **Role** | **School** | **# of people required** | **Equipment needed** |
| Race Director | DATA | 1 |  |
| Starter | RDV | 2 | Megaphone and whistle (provided) |
| Course set-up | Los Primeros  PVSEA | 6 | Flagging, cones and chalk/paint for start line |
| Course take-down  & Clean up | Ocean View  Monte Vista | 10 | Trash bags |
| Course Monitors | Balboa | 5 | Safety vests (provided) and course maps |
| Course Monitors | Anacapa | 5 | Safety vests (provided) and course maps |
| Awards | Soria | 3 | Team plaques and medals & megaphone (provided) table |
| Volunteer Table | Cabrillo | 2 | Table,  All information needed for volunteers |

**Race Director** – Oversees the entire meet (timing and logistics) and troubleshooting any issues.

**Starter –** Provide pre-race instructions (course, procedure for restarting a race due to fall etc.) and executing the start of each race.

**Course Set Up** – Marks course and starting line with a combination of flags, cones, spray paint/chalk for start line. Course needs to completely set up by 2:30pm – coordinate with the elementary set up team.

**Course Take Down & Clean up** – Removes and returns all course marking materials to the volunteer table. Additionally, make sure the park is clean and trash bags have been tied off – bring extra trash bags for the overflow.

**Course Monitors** – Stands at designated areas on the course to direct runners and keep course free of spectators. Receive and return all materials to the volunteer table.

**Awards** – Presents the top 25 individual and top team awards 15 minutes after the conclusion of boy’s race. Bring table to organize awards prior to the ceremony. Check in at the volunteer table by 3:00 to receive awards.

**Volunteer Table** – Responsible checking in/out all materials, assigning course monitors and providing a first aid bag.