



Agility Trial Volunteer Job Descriptions

Volunteer Coordinator

- One individual for each day of the trial (may enlist help or split the day as needed)
- Responsibilities:
 - Manage sign up board, encouraging folks to fill in any vacant slots.
 - Be able to describe the duties for each volunteer role.
 - Make sure all positions are filled and volunteers are in place 5 minutes before the first team of the class is ready to start their run.
 - Hand out “payment coupons” to each volunteer for each class they work.
 - Draw a gift card winner to be given to one of the 9 volunteers after each class
- These positions need to be filled prior to the event – Deb Givin will be responsible for making sure each day of the trial is covered and that laminated sign-up sheets are prepared and in place by Thursday evening.

Gate

- One individual for each class
- Be familiar with Agility Gate app
- Sit just outside the entrance to the ring with the iPad showing the Agility Gate list of the participating teams
- Responsibilities
 - Make sure that each handler-dog team is checked in and present at the entrance to the ring in time for their scheduled run
 - Call out the name of each team as they enter for their run, as well as those teams next in line
 - Let the ring crew know when a team is the last one at the current jump height so that they can prepare for the next height
 - Indicate when a team is the last one in the class

Scribe

- One individual for each class
- Sit at the score/timer table inside the ring
- Know the hand signals the judge will use to indicate faults, refusals, fix and go etc. (there will be a card showing these at the table)
- Responsibilities:

- Make sure that you have a score slip for each handler-dog team that will be running in the class. These are prepared by the Trial Secretary.
- Watch the judge not the dog and handler so that you can see all the hand signals
- Make sure that you record the details of the run on the proper score slip
- When the run is complete record the time of the run on the score slip
- Hand the score slips to the Score Runner or Leash Runner depending on which ring you are working in

Timer

- One individual for each class
- Sit at the score/timer table inside the ring
- Make sure the timer is properly set up for the run you are timing
- Be aware of the automatic timing gates – note the green light on the post
- Responsibilities:
 - Start the count down clock when the judge has finished giving instructions and has begun the 8-minute walk through
 - Be aware of the time remaining until the first run. The 5-minute clock will start when the 8-min walk through is complete.
 - Help ensure members of the ring crew take their places in a timely fashion.
 - Watch the judge for the thumbs up that indicate the next team can “GO”
 - Hit the go button which triggers an audible go signal. The timing itself is automatic and is triggered by the dog passing through the first and last obstacle
 - Help make sure the Scribe records the correct time.

Ring Crew

- Three individuals for each class.
- Positioned around the periphery of the ring in chairs allowing quick access to jumps and obstacles without interfering with dogs or handlers during their runs.
- Responsibilities
 - Take your position ~5 minutes before the first run of the class
 - Set the jump bars to the appropriate height at the start of the class and for each height change until the end of the class
 - Adjust the A-Frame, Tire and table to the appropriate heights for each group in the class.
 - Replace any dropped bars to the appropriate height as quickly as possible before the next team is ready to go

Leash Runner

- One individual for each class
- Responsibilities
 - Retrieve the leash at the start of the run and carry it to the basket at the end of the run
 - Be careful that your position and motion do not interfere with the run.

- If you are in the ring by the Show Secretary's stand you may also be asked to carry the score slips to the secretary

Score Runner

- One individual for each class
- Needed to carry score slips to the secretary's stand in the ring in which the leash runner does not pass by the stand.
- Can wait and carry more than one slip at a time.