

WILDCAT RACES

Race Worker Job Descriptions

Every worker must sign in at RACE REGISTRSTION

Chief of Race

(Must be a USSA Alpine Official --AO.)

Pre- Work: COR is responsible for overall adequate staffing of race, assigning work assignments (from race worker availability list posted on Wildcat Ski Team website), notifying workers in advance of race of assignments and the overall running of the race. The COR contacts the mountain the week before to communicate location of the start, type of lift ticket required, present of ski patrol day of race, early lift for set crew and 7 am open for the Bobcat lodge for Race registration. The Thursday prior to the race, the COR needs to determine racer count (get information from race secretary)and order racer, coaches, worker and parent tickets from the mountain. The complete job description is posted.

The day before: check with chief of course about start location and B-Netting, pack all bags- the list for these are in the office in the den: start bags- there are several of these one for timing , one for the start referee; mid-phone, (For GS two more headphones for Nastar start and for slalom finish) Get radios in the morning and assign them to proper people.

Race Day: arrival at 6:45- check with registration, timing crew, start crew, course setter, and finish crew. Make sure registration materials are at Bobcat Lodge (with tickets) before 7:30. Attend coaches meeting at (usually set for 8:30). Check in with the chiefs throughout the day to help resolve any issues. Make sure first run referee and hand-timing sheets get to the Chief of Timing after each run, check in with registration regarding announcements for second run inspection and start. Communicate with the TD and Race Referee regarding race decisions: start times, course conditions, safety issues. Member of Jury in the event of a protest.

Chief of Course

Must be an AO and must be on skis.

Pre-work: COC is responsible for the course, course maintenance and the overall condition of the hill. Will need to orchestrate setting of B-Netting as required for the race and the hill (usually day before race).

Race Day: arrival Time 6:45 for 7am lift for course setting and hill prep

The COC is responsible for reviewing instructions with the course maintenance crew and assigning duties (i.e course setting assistance, chalking course, pinning course, course upkeep, placement of workers along the course during race, course reset and course pull-down). The COC is responsible for everything dealing with the course, course maintenance and the hill condition.

Course Maintenance Crew

Be at the mountain to help set the course and to set B-Netting.

Time for morning set- 7 am. Gates, drills, wrenches, rakes, shovels, starting equipment, finish equipment (SL) and control fencing needs to be brought up lift from the den.

Depending on assignment given by COC, assist with setup of start, assist with setting of course, assist with placement of B-Netting, assist with setup of finish, assist with placement of control fencing.

B-Netting- either the day before or early in the am with course set
Roles of B-Net need to be brought up to the hill from the den, and then set the length of the course, or as dictated by the hill safety plan and the TD. Fencing needs to overlap and be woven at seams with poles on outside of netting (poles facing the woods).
After course set and TD and Referee okay course, the course needs to be dyed (chalk the gate base of the turning poles-the same color for every gate but different colors for each run) and someone needs to do a gate count and number the gates, (this is done by attaching numbered clothes pins to the non-turning gates). Report to the finish and race secretary with the number of gates and direction changes.

During the race- maintenance needs to slip and rake if the snow begins to break down. The goal is to maintain a consistent surface for the racers and avoid snow build up on the lower lines or large ruts.

If the decision is made to salt the course the maintenance crew will help put down the salt.

After the first run the crew should help remove the first run gates and help to set the second run.

Take down after second run includes the race course and often all the B-netting on the hill. We ask older athletes to help take down netting, younger racers can work in teams with supervision. Ultimately we are responsible for leaving the hill clean and ready for the groomers.

Start crew- Starter, Start Referee, start Hand-timing, Assistant Starter

7:45 am arrival for 9:30 race

Pick up backpacks at the den, (double-check backpacks- list in the Den Office)

The start referee needs to have a radio

Be at start for inspection-

This will be an hour before start time so usually at 8:30

Start needs to be set up- wand, starting post dug and set, headphones hooked up, start corral set up, (someone should grab the Race in Progress sign from the den and place this at the start as needed)

The Start Referee (Needs AO) must remain at the start from the beginning of the official inspection time until the end of the race. The Start referee must ensure that there are reserve bibs at the start. (These should be in the marked start bag for pick up in the den). The start referee is responsible for equipment checks and should review the USSA rules prior to the race for the age appropriate rules. All skis must have brakes and all helmets must have a hard surface that covers the ears. The start referee may insert racer into the run order for a provisional re-run or an approved out-of-order start. The start referee and starter need to get a running order for both runs.

Start Hand-timers- the watches need to be synchronized between runs so they must go to the head timer at the finish between runs and then must be returned to the start before the second run.

The start crew should break down the start at the end of the race, the start wand and headphones go in marked bags and are returned to the den. The timing sheets and referee sheets need to be delivered to the finish and given to the timing crew. (for Slalom this will be the finish building up on the hill, for GS this is the timing room in the den.)

The starting pads, and posts need to be returned to the den and any fencing needs to be removed. We need to leave the hill clean for the groomer.

Finish Crew- Finish Referee, Finish Hand-Timer

7:45 am arrival for a 9:30 start

Pick up clipboards and marked backpacks in the den.

The Finish Referee(Needs AO) must remain at the Finish from the beginning of the official inspection time until the end of the race The Finish Referee needs to have a radio and acts as the back up hand-timer. This is especially important if one racer overtakes another. The finish Referee verifies each bib number that finishes. He/She also verifies that the finish area is kept clear and safe. Confirms with *racer* the opportunity to head up to the start for provisional re-run and communicates with TD and Race referee. Hand-timers- the watches need to be synchronized between runs so they must go to the head timer at the finish after the first run and then get brought back to the Finish before the second run.

Set up Finish- beam set up, dye across the finish line,

In charge of Finish corral set-netting needs to be brought up from the den to the finish area and finish corral needs to be constructed with safety of racer and public considered. (this is especially important for Den Finish) The intersection from lower Cheetah to lower Bobcat should be closed off. B-Netting at the finish should protect the racer from the woods and tower stanchions.

Registration

Number of workers: Minimum 3

Hours: 6:45 am until 45 minutes after race ends, with intermittent duties

Prework: Early registration the day before for Wildcat Parents

Obtain tickets and cash to make change the day before but make sure they are at the mountain no later than 7:15 am

Day of Race: Bring bibs from Den to Bobcat Lodge

Register racers, workers, coaches and sell parent tickets. Make sure the worker sign up sheets are available for race workers, coaches also need to sign in.

Have someone at the table at all times to answer questions (see Parent Information note below)

Collect bibs from racers as they complete the day's race

Organize and return all bibs to the Den

Having separate lines for separate age groups and parent tickets.

Make Checks payable to WMAEF

Racer Fee: \$38 for Kids races (J6 – J3)
Racer Fee: \$48 for J2, J1 & SR races
Racer Lift ticket good for Bobcat Chair
Parent Lift ticket \$40, Good for all lifts

This job is also to be the Parent Information Center. In order for that to be effective, we should have a "Frequently Asked Questions" sheet for the crew with answers provided when possible. There were a lot of questions about lift tickets and what they were good for. Ask the mountain to honor the bobcat only tickets at the quad when the lift goes down. Other questions asked multiple times were when is the race starting, when is the second run starting, when are the awards.

Chief Gate Keeper-

Chief Gate Keeper is responsible for reviewing instructions with the gatekeepers. He/She places and assigns gatekeepers on the hill. This person collects gatekeeper cards and verifies their accuracy. Chief Gate Keeper also oversees the numbering and marking of gates.

GateKeepers are responsible for the supervision of the gates and overseeing the correct passage of each racer through their assigned gates (a correct passage is when a racer's boots and skis pass around the pole-the body can be on the other side of the gate). They must diagram a fault noting where the gates are located and where the skier skied. Gate cards must be turned in to the Chief Gatekeeper.

Gatekeeper meeting at 8:45

In place by 9:15 for 9:30 start –

Mid-phone person needs to grab the backpack with the headset from the den.

If the race is a GS then gatekeepers at Nastar start and Slalom Finish will have headphones as well.

Gatekeepers need to be available after each run in case there are protests filed on disqualifications.