



**2009 - 2010 NVSC MANDATORY PARENT WORK ASSIGNMENT  
DESCRIPTIONS  
FOR J5 – J2 PARENTS/GUARDIANS (racers 9 years old and up)**

Except for the coaching, Nashoba Valley Ski Club is run entirely by parents/guardians and other family members. Without the help of the families of each racer, the club could not function and races cannot be run efficiently and safely. The following is a list (2 pages) of work assignment responsibilities for the upcoming race season. **No experience is necessary. WORK ASSIGNMENTS ARE MANDATORY.** After registration is complete, we will assign work assignments according to interest (no promises you'll get what you want). You will be notified as to your assignment when the schedule is complete. If working as certain Coordinator or Assistant positions, it may preclude you from additional race day assignments. Reminder: On-hill assignments require weather appropriate dress.

Please note that parents scheduled to work at a given home race will need to pick up their racer's bib at the designated work assignment table in the Race Shack during morning registration to ensure that work assignments are kept. The racer will not be able to pick up their own race bib if the parent/guardian is scheduled to work the race that day so please plan the race morning accordingly.

**MANDATORY PARENT WORK ASSIGNMENTS**

Required of all

**REGISTRATION WORKERS:**

Register racers on race day when NVSC is the host. This entails checking off names from the score sheets and handing out bibs to the racers. Requires being at the race one hour early.

**STARTER:**

At home races, at the top of the racecourse, getting the racers started.

**STARTER ASSISTANT**

Assist Starter at top of course by helping the racers line up for their run.

**GATEKEEPERS - for J5 and up (9 years old & older) race courses:**

We need several people to stand alongside the racecourses to cover designated gates to watch for disqualifications. Each gatekeeper will do both runs on race day. Great first timer job and a fun way to see the racers up close on the course!

**SCORERS:**

Three or four people to record the totals on the sheets and the leader boards at the end of the second run and write up the ribbons for the award ceremony.

**TIME RECORDER:**

Two people are needed in the timing shack to record the times of the racers as the race coordinator announces them. An inside bird's eye view of the racers!

**RUNNER:**

Collects the cards from the Chief of Course and keeps a log of DNFs (Did not Finish) and DSQs (Disqualified).

**CHIEF OF COURSE:**

Collects cards from gatekeepers and delivers to race shack for DSQs & DNFs. Must ski, lift ticket provided.

**ASSISTANT STATISTICIAN:** Fluent in Visual Basic for Excel Macros

**WEB SITE MAINTENANCE ASSISTANT:** Assist in maintaining and updating our web site.

**FUN RACE CONTACT:**

This is the league sponsored race, but there is usually someone from each club that helps coordinate it. The race is in February.

**PROFESSIONAL SUPPORT:**

Provide legal and/or tax support with NVSC corporation paperwork

**BIB COLLECTORS:**

At the end of each racer's second run each racer's bib needs to be collected

**RACE DAY SNACK COORDINATOR:**

Pick up preordered coffee, hot chocolate and donuts and set up table at home races.

**TROPHY COORDINATOR:**

Arranging for procurement of trophies for the end of season awards in each age group

**RIBBON COORDINATOR:**

Sort the ribbons for each home race by age group at the beginning of the season and oversee race day distribution.

**FUNDRAISING:**

This may entail taking orders for NVSC vests, placing the order and handing them out. Any ideas are welcome.

**ON HILL WORKERS:** Practice nights, skiing position with tickets provided. Assist late arrivals in finding their groups and on hill racers to workers at the bottom for bathroom breaks.

**PARENT/CHILD RACE COORDINATOR:** After one of our home races, we race with the kids! Bragging rights at stake.

