



# MEET RIBBONS COORDINATOR

## DESCRIPTION

- The MEET RIBBON COORDINATORS support the SCORERS in receiving and organizing the Event Heat Cards to award Winning Ribbons.

## REQUIREMENTS

- Four (4) volunteers, two (2) volunteers per each half Meet, are required for each Dual Meet, Home and Away. A RIBBON COORDINATOR should not be changed unnecessarily during either half of the Meet.
  - ❖ One (1) RIBBON COORDINATOR per Team per half Meet shall be identified as the LEAD RIBBON COORDINATOR.
- MEET RIBBON COORDINATORS are not required to participate in Swim Circuit's Official Clinic training. It is the responsibility of each Team to train their MEET RIBBON COORDINATORS.
- The Event Cards are the primary official record for Post Seasonal Meet eligibility and seeding times and must be retained by each Team until the end of the Current season.

## DUTIES

- The MEET RIBBON COORDINATORS and SCORERS receive and organize the Event Heat Cards and Disqualification Forms (DQ) delivered by the RUNNERS.
- The SCORERS and RIBBON COORDINATORS will identify the official time for each Swimmer in an Event and determine the official order of finish in each Event according to the official Swimmer's time calculated and posted.
  - ❖ SCORERS and RIBBONS COORDINATORS from both Teams assist in verifying the computer data.
- For Dual Meets, RIBBONS COORDINATORS and SCORERS will keep an accurate count of the Team points as the Meet progresses, post official results as available, and be responsible for designating ribbon awards accurately.
- The RIBBON COORDINATORS will award Place ribbons to the Swimmers based upon the official order of finish in each Event.