

SG PENGUINS



WELCOME!

2024 - JOBS MEETING

AGENDA: SWIM MEETS EXPLAINED & FAMILY JOBS INFO

- What are swim meets like?
- Meet structure and Coach Info
- How Swimmers score Team Points
- Jobs Explained: Home & Away
- Family Jobs Points: How to avoid fees
- Southgate Bathroom Cleaning
- How to sign-up for a Meet Job
- Missed Meets
- Decline Swimmer from a Meet
- Champs Family Jobs
- Champs Team Job: Purveyor & 50/50
- Champs Team Officials
- Upcoming Dates
- Questions?



PLANNING AHEAD: WHEN ARE OUR MEETS?

Don't miss these Saturdays!

May - 11th (Practice Meet), 18th

June - 1st, 8th, 15th, 22nd, 29th

July - 12th - 13th CHAMPS!

Champs -13 and ups: July 12th

- 12 and under: July 13th

- 100 swimmers from each team go

-2 day format



WHAT IS A HOME SWIM MEET LIKE? FUN AND BUSY! :)



*Check out the full [Meet Day Timeline](#) on our website.

Snapshot of a Home Meet:

- 6:50am Warm-Up begins, Swimmers need to be RTG
- 7:00am Jobs Check-in and Swimmers are in the water
- 7:55am 1st Shift Jobs must be in place. Team Cheer w/ Coaches
- 8:00am Meet Begins!
- Event 42 10:00am (approximately) 2nd Shift Jobs Start
- 12:30pm Meet is Over, Everyone cleans up.

MEET STRUCTURE - WHAT DO MY KIDS DO?

Number of Events Per Swimmers: 4 Events max, 2 individuals + 2 Relays or 3 ind. + 1 Relay

Structured Order of Events (races): Youngest to Oldest, Girls then Boys (by age groups),

Age Groups - 6 & under, 7 - 8, 9 - 10, 11 - 12, 13 - 14, 15 & up

Events - #2 - 98: 100 or 200 Medley / Free Relay, 25/50 Free, Back, Breast, Fly & 100 IM (11 & ups only)

Heats - Groups of swimmers w/in each event, only 5 lanes w/ one swimmer at a time

Example:

Event number	Event 21 Girls 6 & Under 25 SC Meter Freestyle				
Heat number	Lane	Name	Age	Team	Seed Time
	Heat 1 Finals				
	1	Nolasco, Katy	6	LAKY-OH	XNT
	2	Reed, Abbie	5	LAN-OH	XNT
	3	Glossner, Gabrielle	5	LAKY-OH	X39.43
	4	Carlin, Emilee	5	LAN-OH	XNT
	5	Yanzsa, Sarah	6	LAKY-OH	X36.28
	6	Charles,, Cecilia	6	LAN-OH	XNT
	Heat 2 Finals				
	1	Maushart, Jaclyn	6	LAKY-OH	31.59
	2	James, Audrey	5	LAN-OH	NT
	3	Downs, Abigail	6	LAKY-OH	26.75
	4	Miller, Anna	5	LAN-OH	NT
	5	Decker, Isabelle	5	LAKY-OH	26.37
	6	Schueler, Delaney	6	LAN-OH	NT

WHY ARE THE COACHES RUNNING AROUND?

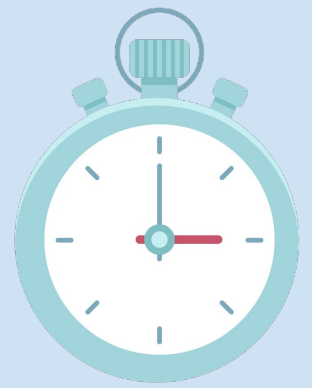
Meets are hectic/exciting for everyone!

- Warm - ups, Scratches / edits
 - Late families affects jobs, relays, and the team as a whole
- Locating kids
- DQ's / Note taking
- Race prep



Please help us by keeping track of your Penguin(s). Help each other, we are a team!

I WANT TO WIN! HOW DO YOU SCORE?



Points are awarded to the fastest swimmers in each event!

- First 5 swimmers in individual events and first 3 relays (not by heat)
 - **Individual:** 1st = 6, 2nd = 4, 3rd = 3, 4th = 2, 5th = 1
 - **Relay:** 1st = 8, 2nd = 4, 3rd = 2
- A team can only score in the first 3 places for individuals and first 2 relays

As a coach and former swimmer, **times are more important** than place!

Keep track of your swimmer's times and swimmers, keep track of your own times!

I SCORED POINTS, DO THEY MATTER?

YES! Not just for meets, but at the end of the season too.

Everything we do is prep for Champs

End of the year awards:

- Most Dedicated, Most Improved, **1 and 2nd High Points of each age group, Highest Points Scored Overall (boy and girl)**, Coaches Award, Boom - Chicka - Boom Award



Scan and go to **Summer
League Resources.**

Tap on **“Beginner
Swimmer Guide”** for
more info!



2024 - PARENT JOBS

Southgate Penguins will host a practice meet, 3 home meets, attend 3 away meets and participate in a 2-day CHAMPS at Chabot College with the rest of the EBSL, 11 other teams.

Each family will be required to volunteer for the following -

- Meet Jobs to fulfill points requirement
- Special Events such as the Swim-A-Thon, Welcome BBQ, Practice Meet, Overnighter, Spirit Day, etc.
- Bathroom Clean Up
- Practice set-up / tear down as requested by coaches
- Champs Job, 1 swimmer = 1 job, 2 or more swimmers = 1 EBSL job & 1 SG job

EBSL required positions such as Timer, Recorder, and Starter, must be filled to conduct a meet.



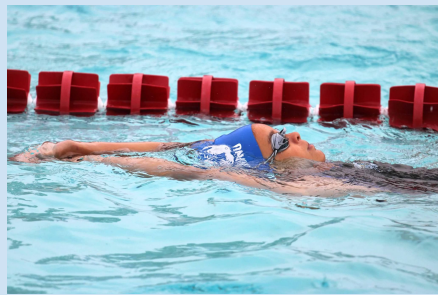
SWIM MEET JOBS - SOMETHING FOR EVERYONE!

All meet jobs are critical to run a meet but the Timing and Recording jobs are indispensable.

Different pools have different layouts for their timers and recorders, SG HOME meets are set like this:

LANE 1	LANE 2	LANE 3	LANE 4	LANE 5
Visiting Recorder (1)	Visiting Timers (2)	Visiting Recorder (1)	Visiting Timers (2)	Visiting Recorder (1)
Visiting Timer (1)	Home Recorder (1)	Visiting Timer (1)	Home Recorder (1)	Visiting Timer (1)
Home Timers (2)	Home Timer (1)	Home Timers (2)	Home Timer (1)	Home Timers (2)

Remaining Jobs: SG Families can sign up to work as Clerks of the Course, Snack Bar, Bathroom Attendant or other Board Approved Jobs.



BOARD APPROVED JOBS

A recurring job a family commits to for all 2024 home meets. Most are 2 shift jobs which means no away job required!

1st / 2nd shift Head Clerk of the Course:	Joe Herpe (all meets)
1st / 2nd shift Starter:	Captain
1st shift Head timer:	Jeff Anderson
2nd shift Head timer:	Juunbeeh Sales
1st or 2nd shift Head Timer / Starter in Training:AVAILABLE*	
50/50 Raffle:	JJ Silva
Announcer:	Joshua Kelton
BBQ Lead:	AVAILABLE*
Computer Team:	Pablo Fonseca and Mike Cumero
Facilities Coordinator:	Justin Palmer
Parking Lot Attendant:	Max Ponce
Ribbons Coordinator:	Rachelle Carrillo (all meets)
Snack Bar Lead:	AVAILABLE*
Team Photographer:	Jeffrey Ritz

*These 3 positions need to be filled. Please email jobs.sgpenguins@gmail.com if you believe this job is a good fit for your family.

For a full description of all meet jobs, including Board Approved details, click [here](#):



AWAY MEET JOBS

We still need you! :)

There are fewer Away Meet jobs than there are at Home Meets.

-It varies on the number of lanes at the host pool, how many timers and recorders they request, and whether it is a dual or tri meet.

-Jobs that Penguins families will sign up for are mostly limited to Timing, Recording, and CoC for Away Meets.



POINTS AND PENALTY FEE SYSTEM - WHAT IT MEANS

*We want everyone to know how important they are to our team. To keep volunteering requirements fair and even, the team will divide regular season meet jobs between families once registration closes and equate that to a number of points each family needs to complete.

We adopted this system last year, and it was very successful. Families appreciated that everyone equitable pitched in. Fines were minimal, but effective. Every family needs to do one job at a home meet, and about half of our families will need to do a job for an away meet. We will be assigning slightly more points to the families with multiple swimmers per the registration agreement.

(From the Parent Volunteer Agreement) Minimum points representing time spent volunteering will be assigned once registration is closed and the number of swimmers on the roster is finalized. In general, every family is required to volunteer for a job at our meets. Points will be assigned for each job in proportion to the time spent (2 hours = 2 points), and families must complete a minimum number of points per season, depending on number of swimmers in their family. For example, a family with 1 swimmer may need to complete 6 points, a family with 2 swimmers 8 points.

POINTS AND PENALTY SYSTEM : two ways fines can happen

1. NO SHOWS: defined as signing up for a job and not checking in before 7:30am OR not being at your job when the shift begins.

- 1st No Show = \$30 fee
- 2nd No Show = \$60 fee
- 3rd No Show = \$100 fee
- 4th No Show = \$150 fee



2. NOT ENOUGH POINTS: Families who do not complete their minimum jobs will be fined at the end of the season in these increments:

- 0.5 - 1 points short = \$30 fee
- 2 - 3 points short = \$150 fee
- 4 - 5 points short = \$500 fee
- 6 or more points short = \$700 fee, no enrollment available for following season

**CHAMPS NO SHOW FEES AND MISSING POINTS COUNT
DOUBLE!!!!**

SOUTHGATE BATHROOM CLEANING

Our team is responsible for cleaning the pool bathroom once per week until May 6th, twice per week thereafter, prior to Swim Meets and as needed for Team Events. A sign up sheet will be emailed to the team prior to the start of season.

Each family on this team must sign-up for a bathroom clean up job at least once, inclusive of meets.

If the Bathroom job is not signed up for by the week prior, the job will be assigned to the next eligible family via alphabet order of swimmer last name.

Families who completed the bathroom job in 2023 are excused from 2024 bathroom cleaning, as well as families with Senior Swimmers, Super Seniors, Board Members, or Board Approved Jobs.



Cleaning supplies are provided in bathroom lockers, pool room and team shed.

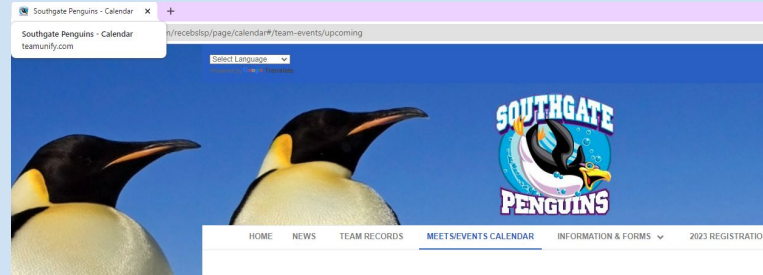
MEET JOBS - HOW DO I SIGN UP?

★ OnDeck App



OR

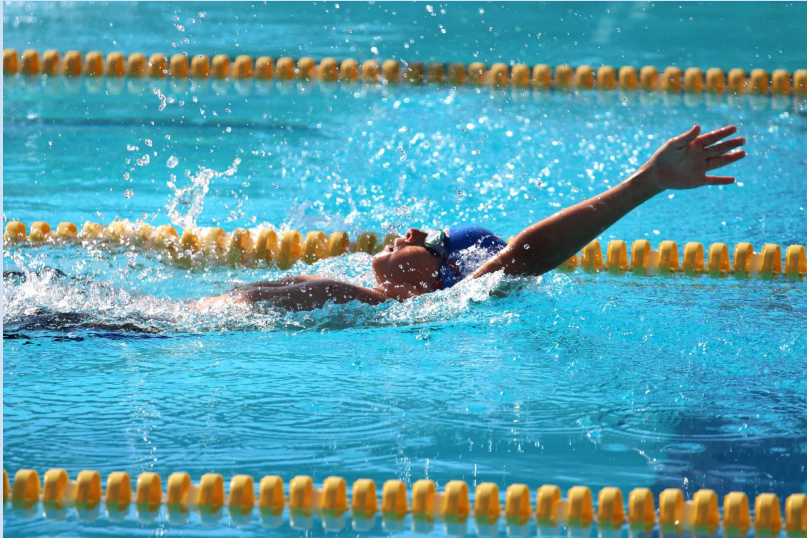
Southgate Penguins Website



- ★ All Meets are under the “Events” tab thru the OnDeck App or by clicking on the “Team Calendar” page on our team website, www.sgpinguins.com.
- ★ Jobs are released the Wednesday a week and a half prior to the meet.
- ★ Select the job you would like to do and click Sign Up. Include the name and phone number if someone other than the account holder will do the Job.
 - Remember: Grandparents, siblings, friends etc. can step in to help do a job. Lots of options!
- ★ Questions - email jobs.sgpinguins@gmail.com

MISSING MEETS

We would love to have 100% attendance at every Meet, but we understand you may need to miss. Follow these steps ASAP so we can seed the meet properly and don't miss out on points.



1. Decline your swimmer from the Meet as early as possible thru OnDeck.

2. Email both Coach Nick swimcoachnick2@gmail.com and jobs.sgpenguins@gmail.com you and your swimmer won't be there.

3. Make-up your missed Meet Job at another meet / function to ensure you don't fall behind in your points



For special accommodations due to a health condition, family emergency or unavoidable circumstance, please fill out our [Special Accommodations Form](#).

CHAMPS JOBS



- Champs is a two day event and is earlier in the month than past years.
- YOU SHOULD PLAN TO BE AVAILABLE ON EACH DAY!
 - July 12th - 13 and up (starts early afternoon)
 - July 13th - 12 and under (approximately 4pm)
- Champs Jobs - each shift is 2-3 hours
 - Timers/Recorders
 - Runners
 - Snack Bar
 - Security
 - Clerk of the Course
 - etc...
- If you have two or more swimmers on the team you must sign-up for TWO Champs Jobs. Champs Jobs must be filled by the entire team not just the Champs 100 swimmers.
- You MUST be prompt when reporting to your Champs Job - if you are late or miss your Champs Job the team must replace you and will be fined.

Champs Job's signup info will roll out mid June, sign up is a very quick turnaround, do not delay.

2024 CHAMPS SOUTHGATE TEAM JOB - PURVEYOR AND 50/50 RAFFLE

Southgate coordinates all outside vendors and the raffle.

Purveyor

Coordinate with already established vendors: 2 food trucks (may add new 3rd), 1 screen printer, 1 coffee vendor and 1 swimwear vendor.

50/50 Raffle

Supervise 50/50 volunteers on both days, manage change and earnings, ensure adequate supplies.



CHAMPS PURVEYOR DIRECTOR

Special position created to line up and manage vendors during CHAMPS

Position requirements:

- Family has previously attended Champs with our team
- Attend EBSL meeting in May and June, Champs walk thru in July
- Report to Board at regular intervals for updates on vendor commitment and collection of booking fees.
- Meet with vendors at Champs on July 12th and July 13th prior to event start so they can set-up and be in position
- Interface with vendors throughout the day to help resolve any issues (electricity supply, restocks, emergencies, etc.)
- For full info email jobs.sgpenguins@gmail.com.



**The family who
completes this job will
have no other jobs
required for the 2024
season.**

PERK
ALERT!



CHAMPS 50/50 LEADS *Half Day shifts while at Champs to manage other team 50/50 representatives*

Position Details:

- Need 4 families total** (2 half day shifts on Friday, 2 half day shifts on Saturday)
 - Coordinate changing shifts of other 50/50 volunteers
 - Maintain security of money and accuracy of count
 - Coordinate hand off of materials and funds for all 50/50 shifts
- Requirement: family has previously attended Champs with our team
- Be available to work a half day at either of the two days

Email jobs.sgpenguins@gmail.com to sign up.

Counts
as 2
Champs
jobs!



Commitment
for these 4
jobs should
be
finalized
by June
1st!



2024 - CHAMPS OFFICIALS

SG Penguins is responsible for 3 Champs Officials. We need returning Penguins families who have attended Champs in the past to volunteer for this very important role in 2024.

Officials are stationed on the pool deck to monitor that all races are legal and following EBSL Champs guidelines.

Champ Officials -

- Receive training at Chabot College
- Practice Official role during Home Meet Relays
- Given Official Polo to wear while working
- Lunch is provided
- Responsible for DQ'ing swimmers if rules are not followed

If you are interested please email our EBSL rep Bob Rogers, robertmarkrogers@gmail.com.



IMPORTANT DATES

For a full list of upcoming events check out our [Team Calendar](#).

Saturday, May 4th - Southgate FUNdraiser Day!

Annual Swim-A-Thon, Tie-Dye t-shirt making and Welcome BBQ for swimmers & parents

Saturday May 11th Practice Meet - Time Trials @ Southgate

Friday May 3 - Jobs available thru TeamUnify or OnDeck for Parent Sign-Up

Wednesday May 8 - Job Sign Up Closes, Please sign up before then*

Saturday, May 11th - **Warm-ups @ 7:00am, Meet starts @ 8:00 am**

Saturday, May 18th First Swim Meet, SG @ Newark

Friday May 10 - Jobs available thru TeamUnify or OnDeck for Parent Sign-Up

Wednesday May 15 - Job Sign Up Closes, Please sign up before then*

Reminder - Champs Jobs Sign Up: mid-June

2 DAY CHAMPS: Friday, July 12th (13 and over) & Saturday, July 13th (12 and under)

Saturday July 13th evening - **Awards Ceremony 7pm**

Job sign up for remaining meets follows similar pattern

QUESTIONS?

Don't
forget to
sign the
meeting
attendance
sheet!

*Thank you for
coming!!!
See you at the pool!*

