

NVSC Job Descriptions 2024-2025

Nashoba Valley Ski Club is run entirely by parents/guardians and other family members. Without the help of the families of all racers, the club could not function, and races could not be run efficiently and safely. The following is a list of work assignments for the upcoming race season. **No experience is necessary. WORK ASSIGNMENTS ARE MANDATORY.** We will allocate work assignments according to interest (however, there are no promises you'll get what you want every race). You will be notified as to your assignment before the first practice night. Reminder: On-hill assignments require weather appropriate dress and equipment.

Please note that parents scheduled to work at a given home race will need to pick up their racer's bib at the Express Registration/Assignment Check-in table in the Race Shack by 8AM during morning registration. This will ensure that work assignments are kept. Your racer will not be able to pick up their own race bib if their parent/guardian is scheduled to work the race that day. Please plan the race morning accordingly.

Volunteer Position Descriptions

Race Day Registration– Reports at 7:15 AM to South Lodge. You will check racers off on the official seed list and hand out bibs. Registration ends at approximately 9:00 AM

Starter – Reports at 8:30 AM to the Race Chairman's meeting at the bottom of the race course. The Starter are posted at the top of the hill in the Start House. They communicate with the announcer at the bottom of the hill via radio, and start the racers on the course when cleared to do so.

Chief of Course - Reports at 8:30 AM to the Race Chairman's meeting at the bottom of the race course. The Chief of Course collects the Gatekeeper Cards from gatekeepers after each age group races, delivering them to the Race Chair, and assists with maintenance and safety of the racecourse. This role requires skis and lift tickets are provided.

Gatekeeper – The gatekeepers report at 8:30 AM to the Race Chairman's meeting at the bottom of the race course in front of the timing shack. They will meet to review their duties and receive their assignment location and fluorescent bib to wear on the hill. Dress warmly as you will be stationed along the side of the hill for the runs on one of the Red or Blue race courses. Gatekeepers will WALK up the hill to their assigned positions. Gatekeepers are responsible for observing racers as they pass through the set of gates (usually 3) that they are assigned to observe. The gatekeepers watch as the racers proceed through the assigned gates and record the bib number of those racers who fail to pass through the assigned gates properly. The Gatekeepers will have cards on a clipboard where they will record the missed or improper maneuver with a quick drawing of what the racer did wrong. They may help with gate maintenance when necessary (although infrequent). The Chief of Course will routinely pass by on skis and the gatekeepers will report any DSQ's or other issues and turn in their cards. Each gatekeeper will do both runs on a home race day, and have a break in between runs. It is critical that the gatekeepers fill out the race card completely and leave contact information with the Race Chairman to ensure they can be contacted if there are any objections during the protest period by racers who end up with a DSQ.

Time Scorer – Reports at 8:30 AM to the Timing Shack. The Time Scorers write the announced racer's time on either the Blue or Red course on the official seed list (official announcer is a hill employee). At the end of each run the Time Scorers will confirm their times with the Statistician for accuracy.

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Bib Collection – Collectors report at the beginning of the second run to the bottom of the Red or Blue race course with the bib crates, collect bibs from racers as they complete their second run and return the crates to the South Lodge. (Crates are picked up in South Lodge)

Ribbons – Reports to South Lodge at the end of second run. There is a calculation period of 30-60 minutes, then you will assist with putting labels on ribbons for the awards ceremony.

U8 Starter and Assistant Starter – Reports at 8:30 AM to the U8 Finish Line to meet with the U8 coordinator. The U8 Starter and Assistant Starter are posted at the top of the hill starting gate. The U8 Starter communicates with U8 Radio and starts each racer on the course when cleared to do so. The U8 Assistant Starter helps the racers line up for their run. Both roles WALK to their positions on the hill.

U8 Base Timer - Reports at 8:30 AM to the U8 Finish Line. The U8 Base Timer communicates with the Starter using the radio as to who the next racer is and when they are leaving the gate.

U8 Time Scorer – Reports at 8:30 AM to the U8 Finish Line. The U8 Time Scorer writes the announced racers time on the official seed list.

U8 Announcer – Reports at 8:30 AM to the U8 Finish Line announces racer on the course and their finish times for the audience to hear.

U8 Bib Collection – Collectors report at the beginning of the second run to the bottom of the Red or Blue race course with the bib crates, collect bibs from racers as they complete their second run and return the crates to the South Lodge. (Crates are picked up in South Lodge)

U8 Ribbon Helper/Statistician – Reports at end of second run to the South Lodge. Assists U8 coordinator with reading times to enter into the computer and verifying race times that are then entered onto the official seed list via a laptop. Prepare ribbons for distribution.

Practice Night - On-Hill & Base Assistants:

Reports at 6PM on practice nights to the NVSC meeting place in the South Lodge. The on-hill assistant will receive a radio and will be on skis. They will be stationed at the top of the Main lift (Wardance) on the bench with a fluorescent bib communicating with the base assistant and coaches to help navigate young racers for bathroom breaks, warm up, or getting late comers up to their groups. This is a skiing position and a lift ticket is provided. The base assistant is stationed outside the lodge near the main lift (Wardance) to communicate with the on hill assistant and coaches as to the location of the racer's group via radio (no skis needed for base position).

Race Day Pot Luck Set up and Clean up: Set up: Set out all the potluck items before the first race is done and replenish through the afternoon. Manage the trash barrels during the lunch rush. Clean up: Monitor the pot luck after the lunch rush during the second run and at the end of the race, putting away all nonperishables, wiping down the tables and putting them in the shed and taking all the trash to the trash bin at the back of the Ski Area Parking lot.

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Work Assignment Replacements

Questions about mandatory parent work assignments should be e-mailed to the Volunteer Coordinator Patricia Hart at: volunteercoordinator@nvscracing.com

Please Note: If for some reason you cannot make the race you signed up for, you are responsible for finding a replacement. In consideration to all, especially the racers, it is important that your replacement be as committed and able to do the job as you yourself. Be sure to check the work assignment page on the club website, www.nvscracing.com, for the latest information and work assignments. You must e-mail any switches/replacements no later than 4PM TWO DAYS before the race to volunteercoordinator@nvscracing.com.

A \$250 penalty will be assessed for a first missed assignment with a second missed assignment being worth a \$400 penalty. In both cases, the family's racer(s) will not be allowed to participate in practice or race until the penalty is paid to the team.