

Greg Wilson
0438 680 424



Kylie Hamilton
0457 322 730

Race Director Responsibilities

- Race courses can be obtained from the link 'Course Maps' on the club site, and confirmed by Greg Wilson; contact Greg if the maps are not listed/available for download.
- Print out race registration forms for registration on the day.
- Apply for Police Permits [see documents on web site].
- Apply for Council approvals and permissions if applicable.
- Contact SES branch in the area & Co-ordinate SES support. **They need 4-6 weeks notice.**
- Organise Marshall's, **in addition to** your 6 helpers if required. SES will advise you how many they can provide.
- Co-ordinate the pick up of the gear from Smithfield pool. If you are unable to access a trailer/truck please contact one of the committee members ASAP.
- Pick up the \$ float from Kylie Hamilton prior to the race & purchase food for the race from the allocated \$60-00 [receipts will be required]
- Co-ordinate & liaise with your 6 helpers. You will have:
 - 2 people to do the set up & they will help you pick up the gear from Smithfield Pool.
 - 2 people to take 'on the day' registrations & verify pre-registrations with the competitor's proof of payment, and begin food/drink set up.
 - 2 people to pull down & they will take the gear back to Smithfield Pool.
- Race Director to co-ordinate timing, as they will not be racing.
- Return the float *and receipts* to Kylie within 24 hours of the race for validation/reconciliation.

All these tasks can be divided up amongst your committee of helpers how you as a group see fit. After your race you are free to nominate which race you would like to compete in for free as reimbursement for race directing.

Greg Wilson
28/12/2009