

Good Dog Agility Club

Show Job Descriptions

Chief Ring Steward - Proactively recruits volunteers for each Performance and Championship class. Distribute lunch coupons to those volunteers that work the required number of classes. Write each volunteer's full name on the volunteer sheet. Each volunteer listed on the volunteer sheet will be paid electronically via Doggie Bytes.

Chief Course Builder - Make sure you have all of the judge's courses for the day. While classes are running make a strategy for efficient and fast equipment changes. Brief your crew in advance as to who will move what when a new course must be built. Quickly instruct the crew what you want and where you want it. You should drop bars for the position of jumps. Assign someone to pick up the numbers and then lay them back down after equipment has been reset.

Course Builder - Help move equipment between classes to set the course for the next class. You must be aware of when each class ends so the new course can be set quickly. Efficiency in course building can significantly affect how late a show goes. Generally, the Chief Course Builder (and then the Judge during final "tweaking") provides instruction about what pieces of equipment are needed and where to place them.

Gate Steward – Post the running order and Pen from ring side file box. Make sure all dogs are checked in. Make sure that the next 3-4 dogs are nearby and ready to go to keep things moving. The Gate Steward communicates to the Scribe anytime there is a change in the running order (such as a dog being absent, or if someone is moved within the order). Each time a dog comes to the start line they announce the dog's name so that the scribe can hear them as well as the other handlers waiting nearby. Make sure the competitors are ready to enter the ring at the required time. Have the next dog ready on the start line before the previous dog finishes, if possible.

Timer - The Timer will push the "go" button when the judge signals with a thumbs up after each dog runs. An electronic voice tells the next handler "ready" or "go" so that they can begin. The dog starts the timer when they go over the first obstacle and stops the timer when they go over the last one. When a dog completes their run, you share the time with the Scribe who is sitting next to you and they write the time on the score sheet. Let the judge know immediately after a dog finishes their run if there is an equipment malfunction. It is important to notice that the timer has started correctly and is not interrupted during a run. During height changes the timer checks to make sure the timer eyes are adjusted if needed and that both eyes are still registering on the timer console. Some classes may require the Timer to manually start the time.

Scribe - Get scribe sheets and pen/pencil from ring side file box. Checks the score sheets to make sure they are in the same order as the dogs listed on the board before each class begins and notes any absent or scratched entries on scribe sheet. If a handler writes a 'C' by their dog that means they may have a conflict with running in another ring. Most scribes will turn these sheets sideways in their pile to indicate a possible conflict. The best time to do this is when the handlers are walking the course. Then during each run the scribe watches the Judge as s/he gives hand signals for any faults that occur or points earned. Any faults or points earned are recorded on the score sheets and then the time is written on the sheet before moving on to the next dog.

Leash Runner -. Once the dog and handler starts their run, you pick up their leash and walk it to the designated spot at the finish line so that they are able to quickly get their dog on leash and leave the ring once their run is over. Also, jump set between jump height changes as time allows.

Jump Setter - Resets any bars that are knocked during a run before the next dog is able to start. Whenever there is a height change, all jump setters reset the bars to the new height and adjust any other equipment affected by the height change.

Scribe Runner – Pick up 3-4 scribe sheets at a time from the Scribe and deliver to the Show Secretary/Scorekeeper and place the scribe sheets in the designated spot/basket for that specific ring.