

Job Title:	Race Official - Chief of Timing	
Compensation:	\$70-75 per race (8-10 races per season)	
Position Type:	Part-time in-season	
Will Train Applicant(s):	YES	
Applications Accepted By e-mail Deadline: August 31st, 2016:	Anna Gorbold, League Chair Email: teamgorb@rochester.rr.com Cell: 585-261-3300	

ROLES AND RESPONSIBILITIES

The Monroe County High School Nordic Ski League seeks qualified candidates for the position of Chief of Timing for league and championship meets. Ideal candidate will be expected to:

- Coordinate with league coaches in setting up and distributing start lists on the night before races.
- Arrive 1 hour before each race to set up timing hardware
- Monitor & troubleshoot electronic timing system during races.
- Effectively communicate with race officials, coaches, and timing crew prior to and during meet in order to efficiently manage multiple races
- Calculate & post accurate race results to coaches & officials in timely fashion following each meet.
- Have sufficient scheduling flexibility to accommodate meet schedule & changes due to weather

Meet information:

- Typically 1-2 league meets each week from mid-December to mid-February, weather dependent.
- 6 separate race classes
- 3-4 hours in duration.
- Weeknight meets at Bristol Mountain Nordic Center start @5PM
- Weeknight meets at County Parks (Mendon Ponds, Durand Eastman) start @4:15PM
- Saturday and School Holiday meets typically start @10AM

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Experience with electronic race timing systems preferred, but not required
- Familiarity with Nordic ski racing or endurance sports
- Flexible schedule which will allow for:
 - Start list preparation the night before each meet
 - Race timing/scoring during each meet
 - Results calculation following each meet
- Reliable Personal transportation to race venues (Mendon Ponds Park, Harriet Hollister Park, Bristol Mountain Nordic Center, etc.)
- Ability to transport timing hardware to/from meet venues.

REQUIRED SKILLS

- Highly proficient in Microsoft Excel
- Proficient in Microsoft 7 operating system
- Proficient in Google Sheets
- Effective email communication skills
- Good computer file management & organization