Day of Trial Worker Responsibility

Ring Stewards

- Arrive early enough to get your ring and volunteers organized before the trial starts
- Make sure your ring has the ring box (contains pens/pencils, scribe sheets and running orders)
- Make sure jump setters have a chair and umbrella for shade (coordinate with course builders)
- Check that each class has its assigned workers at least 5 minutes before start of class (during the walk through) and that they know where that are supposed to be and understand their job
- Find additional workers if there are open slots. If need be, you will need to step in and assist
- Issue vouchers. You can do these one of two ways: 1) keep track of each class the volunteer works and hand out one voucher at the end of the trial or 2) hand out voucher at the end of each class. For people who stay to specifically work Open and Novice, pay double the class size. First class worked gets lunch. Make sure you fill out the vouchers. Voucher pay is: 1-19 is $2.50, 20-49 is $5.00 and 50 and up is $7.50

Course Building:

Chief Course Builder: CCB

Assistant to Chief Course Builder:

- CCB to be in charge. CCB is responsible for having judge's quadrant maps
- Unload the trailer Friday, haul equipment, build rings according to quadrant maps by dropping bars & placing obstacles in proper quadrants
- Unload, place, and construct gate easels, umbrellas, tables, EZ-Ups, jump setter chairs and practice jumps

Trial Day

- Plan course changes in advance
- Make changes at end of each class
- Remove obstacles after Novice. Set obstacles and bars in quadrant for next day's first class

End of Trail

- Take everything down and pack it away
- Leave trial site looking as good or better than when we arrives

Gate Steward

- Post running order for class you are gating
- Check the Agility Gate app for who has or has not checked in
- Call for dogs during the walk through for the ones who have not checked in and mark accordingly on the app and the running order
- Move the dogs in the app and the running order when someone with 2 dogs has a conflict. (If someone has 2 dogs in the same jump height and the need more time between dogs you cannot change which dogs run first)
- Make sure scribe sheets are in order and write ABS on the sheets for dogs that are absent
- If the class allows FEO (FAST and T2B) then mark FEO on the scribe sheet and make sure the judge knows before the dog starts its run
- Communicate with the scribe which dog is running
- Cross off app and running order when the dog is running

Timer

- Watch the judge for the signal before pressing Go
- Make sure times does not stop during the run. If the times stops during the run hit 'Restart'
- If the timer does not start at the beginning of the run let the judge know right away
- Make sure times stops when the dog crosses the last obstacle
- Any timer issue let the judge and course builder know right away
- At the end of the run give the time to the scribe

Scribe

- Watch the judge for any calls made during the dogs run. Mark all calls on the scribe sheet. If you are not sure about a call, ask the judge right after the dog completes its run
- Enter the time on the scribe sheet
- Make sure the dog that is running is the scribe sheet in front of you

Hospitality

- Bring food and drinks for the volunteers
- Clean up hospitality area at the end of each day
- Bring small coolers with drinks to each ring for the judges