

# Volunteer at a Trial

---

## Terminology

**Scribe sheets** – A document used to record the scores of a dog and handler team.

**Timers** – Electronic sports timers that track the time a dog and handler take to complete a course.

**Run Order** – The sequence in which participants enter the ring.

**Gate Sheet** – A document placed at the ring entrance gate that displays the run order.

**Fault** – A fault denotes an error committed by a dog and handler team during the execution of the course. Faults incur point deductions.

## Jobs

**Scribe Runner:** The Scribe Runner transports scribe sheets to the score table. It's a simple job that lets you observe the scoring process and watch dogs navigate the courses. Walking is required.

**Leash Runner:** The Leash Runner carries the leash from the start to the finish line, waiting for the dog and handler to begin before taking the leash. Placement requirements vary by organization (ground, chair, bucket, etc.). This role lets you watch the teams run without needing to know detailed rules or scoring.

**Bar Setters:** Bar setters stay in the ring during classes to adjust jump bars for height changes and reset them if knocked down. This role is ideal for beginners. The gate steward announces height changes, and you will need guidance on setting spread jumps.

**Course Builder:** Course Builders set courses using maps to place obstacles in the correct location. The judge then reviews and adjusts the course for accuracy. Learning this job requires familiarity with agility course maps, which can be gained by assisting experienced course builders.

**Gate Steward:** The gate steward ensures handlers know when it is their turn at the start line. They use a posted gate sheet with the run order to monitor who is up next. While a dog/handler team is running, the gate steward announces the next dog's name and ensures the team is ready. Simultaneously, they call out the names of the next two or three dogs on the list so handlers can anticipate their turn. If a team fails to reach the gate in time, the gate steward informs the scribe. Additionally, they advise volunteers on jump height changes.

**Scribe:** While a competitor is running a course, the Scribe records faults. Faults are indicated by the judge using hand signals. In some classes, dogs earn points instead of losing them, and the judge will announce points for obstacles. Experienced members can train you, and judges will explain hand signals.

**Timer:** The Timer oversees electronic timers and informs the scribe of the recorded time. Usually, timers start and stop automatically when the dog takes the first and last obstacle. In some classes, you may need to start or stop the time manually. The Judge will give you specific instructions on timing each class before the first dog runs. Sometimes, a volunteer handles both timing and scribing.

**Setup/Takedown Volunteer:** This is an important job, and it's a great way to meet people and learn in a stress-free environment. For setup, volunteers come the day before the trial and help put up ring fencing, canopies, and tables. Volunteers also help assemble agility equipment. You can come for as much or as little time as you like. Takedown volunteers help disassemble rings, canopies, and equipment and take equipment to the trailers.

**Setup/Takedown Coordinator:** Oversee setup and takedown. Help volunteers find jobs they can do. Direct loading of the trailers. This is a job for a more experienced club member. But if you are interested in learning, you can work with the current coordinator to learn the job.

## Volunteer Jobs for the Club

---

**Trailer Hauler:** Transport the equipment trailer from storage to Kino Sports Park for setup, and/or return the trailer to the storage facility post-trial. The club compensates trailer haulers with federal mileage reimbursement plus an additional \$20.

**Equipment Manager:** Maintain the club's equipment inventory, ensuring all items are in good condition. This role involves the purchase of new equipment when necessary and the repair of existing equipment.

**Website Coordinator:** Update the club's website with pertinent information such as meeting dates, trial details, and trial documents.

**Kino Sports Park Liaison:** Reserve trial dates with Kino Sports Park, send invoices to the treasurer for payment, and confirm schedules with Kino prior to trials. Identify the designated parking area and provide any updates. After the trial, submit the RV list to Kino and the final invoice to the treasurer. Collaborate with trailer haulers to ensure field access for setup and takedown.

**Newsletter Editor:** Create content for and distribute the club newsletter to members.

**Trailer Maintenance:** Periodically check the tire pressure and ensure the brake and turn signal lights are operational. (Currently managed by the Equipment Manager and Kino Liaison.)

**Special Events Committee:** Assist in organizing special events, such as practice sessions that replicate a trial setting and "mini-trials" exclusively for beginner dogs.

**Board of Directors:** Serve as a member of the board of directors, which includes roles such as president, vice president, treasurer, secretary, and members at large. Serving as a member at large is an excellent opportunity to learn more about the club by attending meetings.