

## **1 Job Description : Results manager**

- 1.1.1 The Results Manager has overall responsibility for calculating and publishing the provisional and final results, using the start and finish times supplied and certified by the Timing Teams. It is the responsibility of these teams to phone, radio or bring the times to you. If the initial communication is verbal then the actual sheets will be brought later.
- 1.1.2 The Results Manager will be based in the stairwell leading to the Avon County balcony.
- 1.1.3 Produce a list of prize winners, showing overall winners & crews entitled to receive a prize. No crew is entitled to two prizes unless competing in separate events.
- 1.1.4 The Chief Umpire will get in touch with you within five minutes of the end of each division. He will either tell you that there were no problems with the division or he will give you the numbers of crews whose times should be withheld until further notice. Times of other crews may be published as soon as they are available. The Chief Umpire will get in touch with you as soon as possible to give you details of what to do about the crews involved in incidents.
- 1.1.5 Provisional and final results should be posted on the noticeboard below the Avon County balcony.
- 1.1.6 A copy of the final result for each event (when all crews have raced if they are spread over more than one division) should be given to the Entries Secretary / Registrar who is responsible for handing over prizes to crews, and may do so before racing ends provided there are no more crews in their event racing in later divisions. You should be informed should any crews change divisions.
- 1.1.7 When standard times are completed calculate revised times for the masters handicap events so prizes can be awarded.

## **1.2 Job Description : Results assistant**

- 1.2.1 You are part of the Results team in the stairwell leading to the Avon County balcony.
- 1.2.2 Your task is to assist the Results Manager. This involves:
  - a. assisting with data entry to the computer.
  - b. enquiries and messages to the Timing Teams.
  - c. and generally watching out for errors in and checking what is done.

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