

# Running Track Meets Big and Small

Pete Robinet 27 years of learning what does and doesn't work 3 to 1 ratio  
We have hosted triangulars, Conference Meets, Conference Relays, True Team, Sub Sections, Sections, and the Mega Meet with 32 teams 650 athletes 70 workers \$8,000 budget

Goals of a good meet:

1. Safety
2. Positive athlete experience

How to achieve that:

Organization, competent positive workers, on time schedule, consistency in rules, communication, results

## **Start with**

Determine season home meet schedule

What type of meet is it: and what workers will be needed

Setting Dates – Holidays, Church, Prom, School functions

Fundraiser – keep entry fees low, charge gate, concessions, shirt sales, advertising

Send a letter for workers telling when the meet is what time to be there and approximate end time. Ask what events they would like to

Decide on workers needed

Arrange workers-

One worker is in charge at each event. They should know the rules and guidelines for running the event.

Who to involve AD Secretary, AD, Coaching staff, Custodians, Booster Club, Media

Costs – Workers, Awards, Equipment rentals, Timing, Port-a-toilet, Hospitality room or concession tickets, Software

Offsetting costs, Selling tickets, Entry fees, Concessions, Shirt sales

Send out meet info 2 weeks prior to the meet

## **Running the Meet**

Let your athletes know that you will not be easily accessible and they may need to prepare for that

Delegate Responsibilities – Ownership in your area can be a positive experience

Place your coaches in charge of workers in certain areas. They should explain the rules and be around to help with decisions.

**Jumps-** Tapes, Tape stakes, Rakes, Cones,

**Throws-** Tapes, Tape stakes, brooms, towels/rags

**Press box-** Set running and field event sheets and clipboards, PA system, Radios, Score sheets or computers, Meet Mgr stays here

**Running events-** Set hurdles Chalk & Tennis balls, Cones, Flags, Chute & place cards, Timing system, Lap counter

**Coaches meeting** - Special Rules- Conf, Section, TT, games committee, etc..

**Head timer-** in charge of other timers, pickers and decides place on ties

**Recorder-** writes down places and times and helps workers to help with chute, place cards

**Announcer-**Sets the tone of the meet, keeps things on schedule

**Clerk-** Sets lanes and explains where athletes need to go, covers basic rules

**Starter-** Gives commands to athletes

**Scorer-** Enters results

**Meet MGR-** Helps keep the meet going and answers questions as they arise

Stuff happens prepare for obvious then deal with things as they come up

Some things can't be fixed! "Tell me what you need and I will tell you how to get along without it.

Bad things happen... you need to move forward

Don't sweat the little things. If you can't see it from a galloping horse it doesn't matter

After the meet talk with the coaches and ask how things went.

[www.rpm-athletics](http://www.rpm-athletics) for other forms