

	<b>STRIDE SHOW Volunteer Position</b>	<b># of volunteers needed</b>	<b>When needed</b>	<b>What you do</b>
1	Dressage by the Letters – Setup & Timing	1	As scheduled	In Driving arena, set up cones. Time competitor from entrance to exit. After last competitor, collect cones and return storage trailer.
2	Dressage by the Letters – Setup & Judging	1-2	As scheduled	In Driving arena, set up cones. Ensure each competitor completes all letters in alphabetical order. Note times on test sheet. Note any disqualifications. After last competitor, collect cones and return to storage trailer.
3	Trails Class	1	Before show & as scheduled	Before show, receive course design from show manager. Day of show, set up obstacles. Judge competitors. Note on test sheet.
4	Trail Assistant	1-2	As scheduled	Assist at trail course
5	Scoring Room manager	1	Before show & during show	Set up scoring room either Saturday or before show on Sunday. Instruct and manage scoring room volunteers.
6	AM Scorer	3-4	Morning	In show office, add up and calculate scores from judge's sheets. (at least 3 people)
7	PM Scorer	3-4	Afternoon	In show office, add up and calculate scores from judge's sheets. (3-4 people)
8	Stable Manager	1	Sat and Sun	(Currently done by show secretary)
9	Show Manager	1	Sat & Sunday	Responsible for safe conduct of show. See Show Manager's manual. Essentially: take responsibility for all aspects except those done by show secretary. Carry walkie-talkie.
10	Asst Show Mgr	1	Sat & Sunday	Assist Show Manager.
11	Driving – Cones Course Designer & Judge	1	Sunday AM	Design cones course and then judge competitors. Note on test sheets.
12	Driving: Cones setter	1-2	Sunday AM	Set up cones. Restore cones dislodged by competitor. (1 or 2 positions)
13	Scribe Judge 1	1	Sunday 8-5	Scribe for judge 1. Check that tests are available and in order. Write scores and comments from judge.
14	Scribe Judge 2	1	Sunday 8-5	Scribe for judge 2. Check that tests are available and in order. Write scores and comments from judge.
15	Scribe Driving Judge	1	Sunday as scheduled	Scribe for driving judge. Check that tests are available and in order. Write scores and comments from judge.
16	Runner for riding arenas	1 +	Sunday 8-5	Collect score sheets frequently from judge and take to show office. (1-2 volunteers)
17	Runner for driving arena	1+	Sunday 8-5	Collect score sheets frequently from judge and take to show office. At end of driving classes, move to assist runner at riding arenas.
18	Gate Steward (driving)	1	Sunday 8-5	Regulate safe and orderly entrance of competitors to warm-up and competition arenas. Carry walkie-talkie.
19	Gate Steward (riding)	1	Sunday 8-5	Regulate safe and orderly entrance of competitors to warm-up and competition arenas. Carry walkie-talkie. (1 or 2 volunteers)
20	Volunteer Coordinator	1	Week before show	Contact volunteers. Create schedule of volunteers. Include volunteer cell phone Numbers and email addresses. Send completed schedule to Show Manager and Assistant Show Manager. Send completed schedule to all volunteers.
21	Day of show Volunteer Coordinator	1	Sat & Sunday	Call volunteers day before show and confirm that they know what they will do and where to report. Post volunteer schedule on show board in front of show office, and in show office. Greet each volunteer and review duties. Be sure all volunteers sign Arena Angels book. Check with volunteers throughout the day. Distribute vouchers to volunteers.
22	Awards	1	Sunday	In show office, hand out ribbons and answer questions as necessary.
23	Arena adjusters	1	Sunday	Adjust arena(s) from/to large and small size as needed. Possibly done by ring stewards
24	Fireman	1	Sunday	Handle anything not addressed above; handle emergencies