

Chief of Course Cheat Sheet

Two people are in charge of running a race—the chief of course and the timer.

The timer is responsible for indoor operations such as getting times for the racers and sending them quickly and efficiently.

You (Chief of Course) are responsible for outdoor things such as safety, course quality (maintenance), and identifying racer disqualifications.

Starting On Time

The biggest complaint about recreational ski racing is that there's too much waiting, especially when races don't start on time. Here is a checklist for starting the race on time.

1. Find out who the timer is for your race well before the race starts and make sure the timer knows that you are the Chief. Pick up a radio at the timing shack and establish a communication link with the timer. Return the radio following the race. Also, find out the names of your two starters.
2. Check at the bottom of the hill 20 minutes before the race to ensure the course is set and ready to go. Our rules give the racers a 20-minute inspection. If the course isn't ready 20 minutes before the scheduled start, you need to delay the start by 15 minutes.
3. Get to the top of the hill at least 15 minutes before the race starts. Make telephone contact with the timing shack. If the starters don't show up, your job is to find replacements. If gate judges don't know what to do, your job is to train them.
4. At 10 minutes before the course starts, send gate judges to the most critical points.
 - a. The single most critical point is near the bottom, within sight of the timing shack and the course. That person relays information about delays, crashes, and DQs to the timing shack where the entire course might not be visible.
 - b. The second most critical point is near the top, within sight of the course and the start shack. That person relays information to the top about delays.
5. If possible, inspect the course with respect to safety. If there are any problems, fix them.
6. Determine if the course will start on time. Reasons for delaying the course are:
 - a. The course was not set in time to allow a 20-minute inspection.
 - b. There is an equipment problem that will delay the start at least 5 minutes.

If you know the race can't possibly start when scheduled, delay it to the next 15-minute interval and announce it to everyone at the top, so racers can take another inspection or free run.

If there is a people problem (no starter, timer, or gate judges), the problem will be fixed as soon as a replacement is found, so do not delay the start. Have the starter get the racers in place. If the racers are not ready, that's their problem not yours. Instruct the starter to send whoever is ready.

7. Tell the starters that if everyone is ready, pacesetters can go a few minutes before the scheduled start time. Racers should not be started early unless everyone is ready. In no case should a racer be penalized for missing an early start.
8. Several minutes before the course starts, slip the course, check the positions of the gate judges, and make sure they all have pencils and pads. Judges often congregate to be social, at the expense of being able to do their jobs. Don't be shy about moving them to better positions.

Maintaining the Course

You are responsible for the safety and quality of the course conditions. Make sure there's a drill and wrench on the hill. Enlist help for slipping the course if necessary from gate judges and racers. On elite courses, consider having groups of racers slip between classes.

Managing the Race and the Gate Judges

You are ultimately responsible for the disqualification of racers.

1. Know the rules! Carry them with you for reference. If you need a copy see Craig.
2. Remember the two Golden Rules of Recreational Ski Racing:
 - a. "Everyone is here to have Fun"
 - b. "When in doubt give the racer another run!" We can argue about it later.
3. Observe as many racers as possible — your perspective is very important at jury meetings. If you see an event in question, it is not controversial and we save lots of time.
4. Collect all workers green cards at the end of the race and cross check them against the list of workers on the clipboard. Turn the cards in to the timer (in the timing shack) immediately following the race. Return the radio at this time.
5. Ask the gate judges if there were any controversial events. If so, make sure written notes exist. Most protests disappear if there is a written record. NOTE: In our program, all officials have the authority to call or refute a disqualification. If an event occurs near the top of the course, see if the starter saw it. If it took place near the bottom, see if the timer or recorder saw it. If so, get it in writing.
6. Find out if there will be a jury meeting due to protests for ANY race that day. If there is a meeting, it is part of your job to attend. If there is a protest involving your race, find out all you can BEFORE the meeting. (Often the problem can be resolved, canceling the need for the meeting.)