



Head Timer

The **Head Timer** at a youth swim meet plays a key leadership and backup role on the timing team. Their job is to make sure every lane has accurate timing and that timers are properly equipped, trained, and supported throughout the meet.

Primary Role

The Head Timer ensures all lanes are accurately timed and that the meet runs smoothly by overseeing the lane timers, providing backup timing when needed, and helping maintain consistency and fairness for all swimmers.

Key Responsibilities

1. Before the Meet

- Prepare equipment: Make sure all stopwatches are working, reset, and distributed to timers.
- Train timers: Give a short briefing on how to use the watches, when to start/stop, how to record times, and what to do in case of error.
- Check assignments: Confirm that each lane has the correctly assigned stopwatch and clipboard

2. During Each Race

- Start backup watches: The Head Timer starts two watches for every heat.
 - If a lane timer's watch fails to start or stop properly, they can raise their hand and the Head Timer provides one of their watches as a backup time.
- Monitor lanes: Watches the timers to make sure they're attentive and following proper procedures.
- Assist timers: Answers questions and helps solve timing issues on the spot.

3. After Each Race

- Ensure times are recorded correctly: Makes sure lane timers have written or entered times legibly and accurately.
- Handle malfunctions: Replaces defective watches, reports ongoing problems to the Starter of Meet Admin

4. Communication

- Works closely with the Starter and Computer Tech to maintain the flow of the meet.
- Keeps timers informed about any changes (e.g., empty lanes, relay takeovers).

Qualities of a Good Head Timer

- Organized and alert; Quick to respond if a timer signals for help
- Calm under pressure
- Knowledgeable about timing procedures
- Good communicator and team leader

In short, The Head Timer:

- Starts backup watches for every race
- Supports and supervises lane timers
- Ensures accurate, fair timing for all swimmers
- Troubleshoots timing issues quickly

info@justswimcharlotte.org

www.justswimcharlotte.org

