



GUIDELINES FOR SHOW JUMPING TIMERS



From the USEA Volunteer Committee

The instructions that follow give you the basics of your job; consult with the Volunteer Coordinator or officials of the event if you have questions or need additional information to fill in and supplement this document.

Checklist of what to bring with you to the event on competition day. Depending on the day and predicted weather, for your comfort:

- Closed-toe shoes that are comfortable for walking and good in any weather (wet grass, mud, arena footing, etc.)
- Folding chair, rainwear, extra warm clothing or jacket, bug repellent, sunscreen, hat/visor, a snack and thermos/cooler with beverages.

Generally provided by the event:

- Clipboard (with waterproof covering), pencils, radio, timing device

Before the event:

- Watch the video for this position. Go to the USEA website, www.useventing.com and search for the Volunteer Videos.
- Get the address of the show facility and ask the Volunteer Coordinator where the meeting point is located at the show grounds.

GETTING READY FOR YOUR JOB

Checking in

- Arrive at the meeting point at least 15 minutes before your shift begins to check in and pick up your materials. At a minimum, you should have a clipboard with the show jumping order-of-go, timing device and radio.
- If the event is using the www.eventingvolunteers.com app, don't forget to check in on the app so that your volunteer hours count towards the year-end awards.

Setting up your station

- Your station will be in or on the perimeter of the show jumping arena in line with the start and finish flags. If the start and finish flags are not on the same line, set up your station in line with the start flags and determine where you will need to move to, so you are in line with the finish flags.
- When you get to your station, organize your materials (timing device, order-of-go, radio) so you have everything ready before the show jumping phase begins.
- Perform a check of the timing device so you know how to operate it.
- Review the order-of-go to see how many competitors are in each level, which competitors have multiple horses, if there are any missing numbers, etc.
- Secure all loose items and put your cell phone on mute or vibrate

Communicating with other volunteers and officials

- Check in with the Show Jumping Judge for specific directions related to timing each show jumping round.

YOUR JOB AS SHOW JUMPING TIMER

Your job as Show Jumping Timer is to time each competitor on course and report the elapsed time for each round.

What you Need to KNOW

- Location of start and finish flags
- Layout of the show jumping course for each level
- How to operate the timing device
- When to stop and start the timing device (when the judge blows a whistle, etc.)
- When is a competitor eliminated or excused
- How to restart the timing device, if needed

What you need to DO

- Decide exactly which part of the horse should cross the line when the time starts or stops (shoulder, nose, etc.) Be consistent with each horse.
- Start the timing device as the competitor crosses the start line.
- Stop the timing device if the judge signals a time stop for the competitor, and then restart the timing device when the judge blows the whistle to resume the round. This generally happens when a horse refuses a jump but knocks it down in the process, but this isn't the only reason a judge may stop a round.
- Stop the timing device as the competitor crosses the finish line.
- If there is another timer working with you, verify the elapsed time with them.
- Report the elapsed time to the judge. If you were given a timing sheet, write down the competitor number and elapsed time on the sheet.
- Reset the timing device after the elapsed time has been reported.

AFTER COMPLETING YOUR JOB

Checking Out

- Return all materials (clipboard, pens, radio, etc.) back to show office and let the Volunteer Coordinator know you are leaving. If any lost items were brought to you, turn these in at the show office as well.
- If the event is using the www.eventingvolunteers.com app, don't forget to check out on the app so that your volunteer hours count towards the year-end awards.