

LOGISTICS AIDE INSTRUCTIONS

BASIC DUTIES

- Every tournament has specific needed duties to make the tournament perform smoothly for all involved, players, rules officials, starters, spotters, and scorers; therefore, it is the “Logistics Aide” duties to perform whatever is necessary to make this happen.

APPROPRIATE ATTIRE & ACCESSORIES

- Wear the volunteer uniform (name badge, shirt, hat).
- Wear comfortable shoes; no steel spikes.
- Rain suit or umbrella if necessary.
- Volunteer Packet
- Water/Gatorade

Check-In

- Please report to the administration area to report for duty
- Pick up a radio and other pertinent supplies as deemed necessary by the Staff in Charge

Potential Duties

- Picking up players in the parking lot and getting them to the registration
- On Course Shuttle Driver
- Taking players to the practice tee, if necessary
- Delivering water, snacks, lunches, etc. to other volunteers and officials
- Transportation of media or college coaches
- Other
 - Whatever is necessary

REPORTING ON-COURSE SITUATIONS (Notify Staff in Charge, or the Rover if one of these situations arises)

- Examples of on-course situations include:
 - Rulings
 - Medical
- When conveying the information, provide specifics as to:
 - Location of situation, e.g. hole #6, left side, drive zone
 - Type of situation
 - Who is needed (staff, medical, rover)

INCLEMENT WEATHER

- Be sure you are aware of the inclement weather policy and procedures
- Refrain from using a radio during weather alert periods
- Be aware of the nearest safe zone for you, players and spectators
- SUSPENSION OF PLAY
 - Discontinuance of play (controlled by SIC or Rover) occurs with one prolonged airhorn note
 - Resumption of play occurs with two short airhorn notes repeated
 - During a suspension, volunteers should seek shelter by referring to the Course Evacuation Plan