

CHIEF SCOREKEEPER (DOI Trial Position)

Prior to the Trial

- If entering the trial, contact the Trial Chair to determine the number of runs and to verify that 1 dog/day's worth of entries will be free, with no AKC/USDAA fees.

During the Trial

- Assist in set up of scorekeeping area at trial site.
- Arrive prior to trial start time daily to set up electronics (computer, monitor, printer) and receive and distribute scribe sheets and gate sheets to rings.
- Update Agility Trial Secretary Program with move-ups, add-ins, and/or corrections.
- Enter scores into Agility Trial Secretary Program for each class.
- Print results (and labels, if used) for competitors.
- Print results for judge to sign (ERB for USDAA; Catalog pages for AKC with attached sheets in order.)
- Assist Trial Secretary in training additional scorekeeping volunteers how to use the Trial Secretary Program in order to enter scores.
- Supervise scorekeeping volunteers as they work to input scores during the weekend while classes are being run.
- At the end of each day, check to see that all required paperwork has been printed for each class and signed by the judge(s).
- Assist with securing computer equipment at the end of each day.
- At the conclusion of the trial, help with breakdown of scorekeeping area.

Compensation:

- One dog/day **free entry**. No AKC/USDAA fees to be paid, pending continued good economic standing of DOI.
- Coordinate with Trial Chair and/or Trial Secretary to determine number of runs as these can vary by trial.

Updated April 2025