

## BEFORE THE SHOW

**Sponsorship/Program** – BEFORE THE SHOW - always looking for help in finding and attracting sponsors, program advertisers etc. Mailings, program layout, your specialty is much needed here.

**Dressage set up** – BEFORE THE SHOW - help show committee set up dressage ring.

**Cones set-up** – BEFORE THE SHOW - help show committee set up and mark the cones course

**MARATHON Course Marking and Set-up** – BEFORE THE SHOW - help show committee mark the course and marathon obstacles and other preparations for the competition.

**Show grounds preparation** – BEFORE THE SHOW – help show committee clean up marathon obstacles, secretary's tower, emergency shed, clip trails, post signs between barns/parking and show venues as needed, etc.

**Stable Manager** – Helps secretary set up stable assignments, prepares stable tent, assists competitors with stable needs throughout weekend.

## SECRETARY / SCORING / OFFICE HELP – BOTH DAYS

**Secretary/office help** – assist secretary in preparing packets for competitors, officials etc.

**Scoring** – assist scorer in managing and filing paperwork as needed.

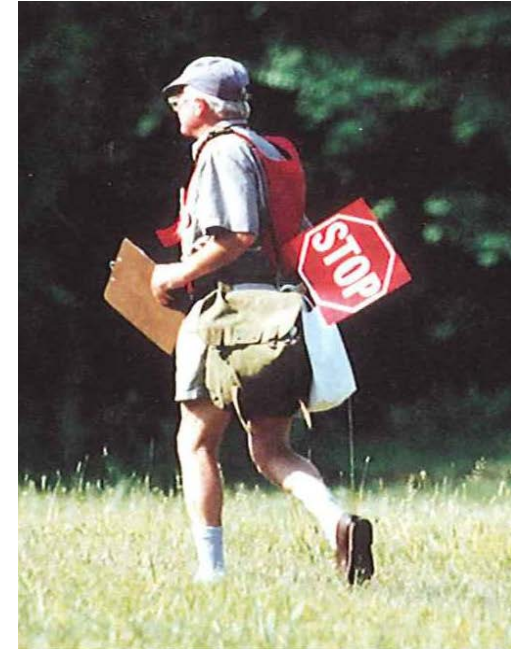
**Announcer assistant**  
Announcer assistant helps track driver over course or helps keep track of paperwork for announcements.

**Awards Team** – Assists management in preparing awards for presentation for Combined Test on Saturday and Horse Trial on Sunday

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If these jobs sound like fun to you, and you are free to help on May 21-22... please contact the Gladstone Volunteer chair to sign up. We'll welcome you, train you and see you are well cared for during the competition

**Gladstone Horse Driving Trial & CT  
Volunteers – Barbara Haertlein  
3 Lynwood Drive  
Lebanon, NJ 08833  
908-236-6843 or  
[tommyom2@yahoo.com](mailto:tommyom2@yahoo.com)**

# Gladstone Horse Driving Trial & Combined Test



**Come learn from  
the inside -  
as a volunteer**

May 21-22, 2016  
Hamilton Farm, Gladstone, NJ

Info: Haertlein 908-236-6843 or  
[Tommyom2@yahoo.com](mailto:Tommyom2@yahoo.com)

## **DRESSAGE VOLUNTEERS** **Saturday MAY 21**

**Dressage Warm-up** – relay warm-up area instructions and order of go instructions to competitors. Manage flow from warm up to ring. Interact with in-gate as needed.

**Dressage In-Gate** – relay ring area instructions. Open and close gate. Interact with warm-up area and announcer.

**Dressage Scribe** – fill in the score sheet as the judge dictates scores / comments during the test. Must have clear writing and be able to keep up. Check that all scores are filled in and the judge signed sheet.

**Score Runner** – bring sheets from judge booth to scorer. Last check that all score boxes are filled and judge has signed.

## **CONES VOLUNTEERS** **Saturday MAY 21**

**Wheel Measurer** – put markers against the outside the widest wheels on the carriage. Ask driver to move off, record wheel measurement and add correct allowance for that class.

**Cones Warm-up** - relay warm-up area instructions and order of go instructions to competitors. Manage flow from warm up to ring. Interact with Steward as needed.

**Cones setter** – cones are set for each carriage. Set measuring stick as measurement is announced. Set your cones. Signal knockdown by rising your measuring stick. Reset cones as needed.

**Cones scribe** – fills in score sheet as judge dictates. May be asked to do additional paperwork as needed.

**Cones timers** – official and back-up timers time the competitor on course from horses nose crossing start to nose crossing finish.

**Score Runner** – bring sheets from judge booth to scorer as directed. Last check that all scores boxes filled and judge has signed the sheet.

## **MARATHON VOLUNTEERS** **Sunday MAY 22**

**Section Timers** – time the competitor over the course from official start to nose crossing finish.

**Start Timers** – fill in the start time on the green card and your back up sheet. Give green card to competitor. Count them down to the start using official time clock. Competitor must be at the halt before start.

**End Timer** – as horse's nose crosses the finish, note time on your back up sheet. Get green card from competitor and write end time in correct box.

### **Obstacle Staff**

Recorder, timers and possible radio or hold helpers make up the obstacle staff. They take the competitor's time and note the route through the obstacle and any issues.

**Recorder** – fills in the score sheet noting each gate driven in the order driven, and

the time from timers when competitor leaves obstacle.

**Timers** – time taken from horse nose crossing the obstacle entrance to nose crossing exit.

**Radio** – can also be a timer or recorder. Informs control/announcer as each driver leaves the obstacle so they are tracked around the course.

**Hold-up** – can also be timer. Lets obstacle crew know horse is coming. If 2<sup>nd</sup> driver arrives before 1<sup>st</sup> has left, stops oncoming driver. Keeps track of hold time and starts them again when course is clear.

**Vet Box** – for their safety, horses are checked after the obstacle section of the marathon.

**Vet Box Helper** - At the direction of the vet, you may take temperatures, pulse or heart rates and observe respirations.

**Vet Box Scribe** – Note down data called by helpers or vet. May be asked to help keep track of drivers in the vet hold.

**Road Crossing** – if the course crosses a road, you will be asked to stop traffic for oncoming driver. Let driver know it is safe to cross. Note any delays caused by traffic.

**Course Repair** – Helps management if course repairs are needed during the competition.

**Marathon Course Pick-up** – follows shortly after the last competitor to pick up the course markers and stack them for storage.