

## Staging Coordinator Competition Day Duties

- Attend all mandatory Rodeo Event meetings Saturday before competition.
- Familiarize yourself with the location event site.
- Meet with your Event Leader.
- Identify your staging area.
- Coordinate with Event Leader to maintain a steady flow of competitors.
- Keep competitors moving through the competition with no unnecessary delays. Review Competitors Rotation for your event site. Make sure you follow the rotation, no exceptions unless directed by the Divisional Manager.
- Fill out Event Site Template and Judge's Checklist with competitor information.
- Read Staging Coordinator Script (found in Staging Bin) to competitor "On Deck".
- Review Competitors Rotation for your Division. Make sure you follow the rotation, no exceptions.
- **Once a competitor completes your event site they will not be allowed back into the staging area for any reason. Send them back to the event site if this happens.**