

CPCA Head Timer – Job Outline

Overview

The Head Timer is responsible for the accurate timing of all races, setup and maintenance of timing equipment, and ensuring all race times are recorded and communicated efficiently. This role is critical to the integrity and flow of race day operations.

Key Requirements

- Must be able to **haul all timing equipment** to and from each show
- Arrive and be fully set up **1 hour prior to race time**
- Strong ability to **troubleshoot equipment issues** quickly
- Able to perform in **high-pressure, fast-paced environments**
- Strong attention to detail and accuracy

Key Responsibilities

Pre-Race

- Transport and set up all timing equipment
- Ensure all systems are fully operational prior to race start
- Conduct a **horn test with judges** before races begin
- Confirm communication flow with Race Day Secretary

During Race

- Accurately record times for each heat
- Provide times promptly to the Race Day Secretary after each heat
- Track and record:
 - Outriders for each barrel (for announcer)
 - Rail steals (no penalty) for year-end awards
- Maintain focus and accuracy during quick turnarounds between heats

Equipment Management

- Troubleshoot and resolve any technical issues immediately
- Set up and take down equipment daily
- Ensure equipment is always handled with care

Post-Race / End of Day

- Safely take down and pack all timing equipment
- Store equipment properly:
 - Indoors

- Protected from damage, dirt, and moisture

Additional Expectations

- Maintain clear communication with officials and race staff
- Support smooth race flow through efficient timing operations
- Ensure consistency and reliability in all recorded times