

Job Description: Ground Announcer

Role: Volunteer (Unpaid Operational Position)

Time: ~4 hours on weekly competition days

Reports to: Arena Manager / Club President

What is the goal?

To be the voice of the track meet, using the public address (PA) system to keep the competition running on time, guide athletes to their events, and build a fun, high-energy atmosphere.

What will you do?**Before Competition**

- Arrive 30 minutes before the commencement of competition.
- Test the PA system and music equipment.
- Review the day's program and any announcements with the Arena Manager.
- Confirm sponsor announcements and special presentations.

After Competition

- Make closing announcements and thank athletes, families, volunteers and sponsors.
- Assist with packing away the PA equipment where required.
- Report any equipment issues or suggestions for future improvement.

What skills do you need?

- Clear and calm pronunciation and/or tone.
- Open to general feedback and POV from a listener experience.
- Ability to think quickly and adapt when the program changes.
- Basic confidence operating a PA system, microphone and music playback equipment (training can be provided).
- Reliable and punctual.
- Comfortable working as part of an event management team.
- Willingness to triage event day parent, athlete and spectator enquiries.