Pit Boss Job Description

Purpose:
The overall scope of the Pit Boss is to ensure that Pit Protocol is adhered to at all times. That each of the volunteers that are assigned a job, has a clear understanding of their role in the process of ensuring all teams follow the Pit Protocol rules (including responsibilities, access, safety, and staging) and that all qualified teams on the Seeding Phase Team Queue Report are at the In-The-Hole position, on the correct color, with the correct driver and ready to move to the On-Deck position in a timely manner. Make sure all teams have gone through compliance and passed before they are allowed to compete.

Specific Tasks/Responsibilities of this role include:
- Working with the robot compliance team to ensure all teams that compete have been given approval by the compliance team.
- Make sure the Lead Queue has the Scorekeeper-provided Seeding Phase Team Queue Report at least 15 minutes before the first competition
- Make sure the Lead Queue has an Open Practice Tally Sheet to manage open practice at least 15 minutes before open practice starts on Practice Day
- Confirm that the Lead Driver Check has the driver rotation from the registration lead and that the names have been confirmed from the program list, with the proper number of drivers based on the size of the team.
- Ensure that teams flow as scheduled from the pit area In-The-Hole, to the On-Deck location without disruption
- Be available during competition for problem solving and decision making on all issues that may arise in the pit.
- Make sure all volunteers in the Pit are clear on their responsibilities as designated in their assigned job description. Those jobs are as follows:
  - ✓ Lead-Driver Check
  - ✓ Lead Queue
  - ✓ Pit-Monitor
  - ✓ Pit-Runner
  - ✓ Pit Technical Support Team (personnel (EasyC, Fabrication, Parts Depot, Rules Support)
- Have a copy and be familiar with all BEST protocol and all rules as written in the rule book. Ready to, with full knowledge of the rules, render decisions for issues that may arise.

Report to for problem solving:
The Pit Boss is the final Authority on all disputes in the Pit. The Pit Boss should confer with other team members, such as the compliance team, the Pit Team, the Pit Technical Support team, the Floor Boss or any others that may have input regarding the issues that needs resolution.

Number Needed:
- One for Practice Day, with one assistant
- One for Game Day, with one assistant

Knowledge required:
Complete understanding of all rules and regulations pertaining to the competition, including Generic rules (including Pit Protocol), as well as game-specific rules. An understanding of safety concerns in and around the pit.

Pit Boss Job Description

Skills required:

Excellent communication skills. Ability to read and thoroughly understand all rules and Q&A's associated with the game. Ability to gather facts and make decisions objectively based on rules/regulations. Ability to explain nuances of the rules/regulations. Ability to quickly make timely and critical decisions.

Interface / work with:

The compliance team, all Pit Technical support personnel (EasyC, Fabrication, Parts Depot, Rules Support), and Pit Team assigned in the pit area. The On-Deck volunteer and the Floor Boss as needed. Information is provided by Scorekeeping (Team Queue Reports – seeding, wildcard, semi-final, and final) throughout the event and the Team Registration personnel provide the Drivers lists in morning after teams check in.

Brief Pit Volunteers 9:00 am

Following is a list of items to cover with the volunteers that will be working in the pit and should be covered approximately 60 minutes before competition begins.

- Make sure all volunteers have read the pit protocol information and that they know where it is posted if they need to refer to it later.
- Make sure the volunteers understand the Pit Boss and Assistant Pit Boss will be responsible for rule clarification and conflict resolution in the pit and will be available during the competition for questions or concerns.
- Give each volunteer a copy of their job description and make sure they fully understand the function they are being asked to perform during the competition.
- Discuss safety concerns including safety glasses, power tool restrictions (drill and soldering irons only) and power cords being taped down. Show where extra Gaffer's tape is located to fix any loose cords.
- Discuss pit access control approach including when controls are put in place and when to be flexible about controls.
- Go over how table numbers flow and how to use the big screens for keeping track of who is to be On-Deck and In-The-Hole.
- Practice Day: Explain how the practice day open practice and practice matches work. In open practice, the Lead Queue works with pit runners and the Open Practice Tally Sheet to allow fair access to the game field by teams that passed compliance. Practice matches are managed similar to Game Day matches with scorekeeper defined matches.
- Game Day: Discuss how the finals work and what each person will need to do to facilitate keeping the flow going between the end of seeding phase, the wildcard match, and the semifinals and finals phases.
- Discuss rotation, who and when for breaks and lunch.
- Point out the restrooms and the area that will be used for breaks and lunch.
- Ask for help with break down at the end of the event, if they can stay.
- Q & A

Brief Mentors and Team Members 9:30 AM

Following is a list of items to cover with the mentors and team members during the briefing held approximately 15 minutes before the competition begins (open practice on Practice Day and seeding phase on Game Day):

- Make sure all teams are aware of the pit protocol and have read the protocol instruction sheet. Have copies to pass out if need
- Make sure all teams have been through compliance and taken team photos.
- Cover driver rotation rules.

Pit Boss Job Description

- Point out the screens that show the teams who is On-Deck next and who is In-The-Hole. Make sure they all understand they must be at the On-Deck table on time or they may not be able to participate in that match.
- Discuss pit rules regarding who is allowed in the pit and who is not.
- Go over the requirement to have only students are allowed to make changes to their robots.
- Explain briefly what the volunteers in the pit will be doing.
- Make sure teams understand that when they exit the game field they are to use the opposite pit entrance from the In-The-Hole and On-Deck entrance. This will help avoid congestion.
- Practice Day: Explain how the practice day open practice and practice day matches work. In open practice, the Lead Queue works with pit runners and the Open Practice Tally Sheet to allow fair access to the game field by teams that passed compliance. Open Practice matches are 10 minutes long. Practice matches are managed similar to Game Day matches with scorekeeper provided Seeding Phase Team Queue Report.
- Game Day: Explain how the Game Day semifinals and finals phases work. In the wildcard, semi-finals and finals the teams must keep to the driver rotation and the scores reset to zero.
- Make sure teams know where the nurse is located and where the Pit Technical support personnel (EasyC, Fabrication, Parts Depot, Rules Support) are located.
- Remind teams to wear safety glasses when using power tools (drills and soldering irons are the only power tools allowed in pit) to work on their robot.
- Q &A