Lead Driver Check Job Description

**Purpose:**
The Lead Driver Check is responsible to make sure the Driver List is filled out properly and that the driver for each team in each match is following the proper sequence after they have moved to the In-The-Hole area. They will collect the list filled out by each team from the Team Check in desk. They will confirm the driver names from the program that shows the list of students participating. Based on the rotation rules and number of total drivers required, at the bottom of the Drivers List, they will confirm the number of Drivers listed fills the rotation requirement. For each match the Lead Driver Check will confirm the designated driver for each team is the correct driver as shown on the rotation of the teams Driver’s List. The Lead Driver Check will also log on the Driver’s List the match number next to the driver’s name.

**Report to for problem solving:**
Pit Boss and Assistant Pit Boss

**Number Needed:**
One

**Knowledge required:**
Clear understanding of the team seeding process and how the drivers are required to rotate for each match. Full understanding of the Pit Area and the functions of the Pit Runners and the Lead Queue person. This role will also need to understand how the semifinals teams are assigned and the In-The-Hole process for the semifinal drivers.

**Skills required:**
Good organizational skills and good communication skills. Ability to work with a team as well as stay focused on the task for up to two hours at a time.

**Interface / work with:**
Pit Runners and Lead Queue person. Problem solve with the Pit Boss and Assistant Pit Boss.

The Leader Driver Check will need to coordinate with the Pit Runners and Lead Queue person for breaks and lunch, as there will need to be a minimum of three people in the In-The-Hole Pit Area at all times to keep the process moving. The Pit Boss and Assistant Pit Boss will be available to cover for breaks and lunch as needed.