

Team Maths Regional Competition – Roles & Responsibilities



Centre Coordinator

- Liaises with Council as nominated host for that region
- Point of contact so communicates with local schools – informs them of exact start time, projected finish time, directions to school, exact door to go in etc. Email address of participating schools will be provided by Council
- Photocopies questions, answers and answer booklets. Ensures questions are kept safe and unopened/unseen by anyone in advance of the quiz.

Runner (referee to markers)

- Distributes question sheets to markers
- Collects marked answer sheets from markers and gives to hard/soft copy recorders

Referee

- Distributes answers to markers
- Highlights any acceptable/unacceptable alternative answers to markers
- Presents prizes/trophies to winners

Markers

- Each marker will be assigned a group of teams (~8 teams)
- Questions should be marked as instructed by referee
- Mark for round should be circled in top right corner

Collectors (one for every ~8 teams)

- Each collector will be assigned a group of teams (~8 teams matching the teams of a particular marker)
- Collects answer sheets for assigned teams and puts in numerical order
- Hands sheets to marker

Scorer

- Enters marks in spreadsheet
- Forward final scoresheet to chair@imtacouncil.com

Timekeeper/MC

- Announces times
- Announces rules at start

Consider having a photographer/social media person. Forward photos to chair@imtacouncil.com