

Swiftsure Regatta; Duties of various volunteer helpers.

2 Timekeepers, 1 starter – Will be in punt anchored 30 meters out from pontoon.

Make sure you've been to the toilet and have weather protection and refreshments with you. Radio contact [channel 77] with co-ordinator on shore.

These will be perhaps the most challenging jobs to do. It would be best if the same team of 3 can be in the punt from just before 9.00 until 11.20. Please contact the co-ordinator [me] if you are not racing and can do this.

5 minutes before race time [on every quarter hour]. Using loudhailer, starter will ask waiting boats to "**approach start line**" when previous race has cleared the course. Then "**line up**". When lined up and stationary "**Ready?**" [count to 3 silently]... **BEEP** the horn. [Only recall 3 BEEPs if serious infringement/problem, a meter out is OK].

Timekeepers have a stopwatch in each hand so time 2 boats each. Fill times in on sheets provided. Grebes, St Ayles and Big boats will have separate sheets. At the end of heat [hopefully around 11.20] clearly mark 6 fastest times for St Ayles skiffs and 5 fastest times Grebes. Punt comes ashore for 30 minutes; fastest times as marked are put on display/ notification to teams at 11.30. Punt goes back out with 2 timekeepers + starter for next stint. [See program]

Please find substitutes for when you want to race, or have a break. Provide them with this sheet and make sure they understand them. Make sure somebody can use the radio.

2 pontoon marshals – Ensuring the teams can get on or off the pontoons. Keeping the entry onto pontoon clear of spectators. Shortening/lengthening pontoon lines to minimise gap as tide changes.

It is the teams' responsibility to turn up well before race with all members and be ready to embark with lifejackets on. No rushing about to find teams, stay at the pontoon. You will have race times for Grebes, St Ayles skiffs and Big Boats. Oars [and steering paddles for Grebes] must be left on the boats. Disembarking teams must be off pontoon quickly before next teams embark. Help can be given with mooring lines.

2 Safety Boats with 2 persons – one at each end of course. 1] Marshalling boats at start line 2] making sure boats round the 500m buoys. As well as normal safety boat duties [for which the skippers have been trained]. They will need to drop off and pick up substitutes when crew members want to race or have a break.

Cox's for Grebes – There will be adults with the schoolkids but there might not be enough to have an adult in each boat; some cox's will be required. Some teams may need help, so paddling with the steering paddle is your choice, as is a little coaching.

MC – Call for next teams and events while previous is still on the water [from start times and program], commentary, fun, announcements.

Food servers – Prepare/serve food, sausages on Barbie, sell food and merchandise at shed.

Co-ordinator – Usually me at the gazebo; but occasionally I will also be rowing in Swiftsure trials, Sculling relay and Big Buoys Race or MC- ing [from where I can control things]. A substitute may not be required.

8.30 - Register teams, hand out badges; teams draw lots for their boats.

8.40 - Hand out volunteer instructions to those not familiar with the duties.
Answer Queries [any time]

Write semi finalists and finalists on a board when results are in.

Hand out certificates and trophies for winners. Grebe prizes presented by John Young.

Don't have to do much more, anyone can do it.

With your help the Regatta will run itself.

Hans

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