



## **JOB DESCRIPTION**

# Fleet Captain Racing

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### **General description:**

Annually elected by the membership at the AGM, this position is responsible for leadership and overall administration of racing activities, to include the Club racing program, Club-sponsored regattas and International One Metre events.

**Specific responsibilities:** (in addition to the Duties and Responsibilities of members of the Board)

1. Serve on the Board of Directors, with the general responsibilities of Board members and in accordance with Board policies and procedures;
2. Appoint a Race Committee to assist with the organization and operation of the Club racing program, delegating to members of the Committee responsibility for club handicaps, race direction, race results and reports;
3. Schedule and organize the Club racing program and Club participation in regattas and other racing events, in consultation with the Race Committee;
4. Update the Club yearbook including the Racing Schedule, Racing Procedures and Racing Results table;
5. Publicize the racing activities of the club through reports in Telltales and other local media;
6. Direct the annual Round Saltspring Island Race, appointing a RSI Chairman and delegating responsibility as appropriate to the Race Officer and RSI Race Committee;
7. Direct the Opening Day Sail Past and the New Year's Day Race in liaison with the Staff Captain with respect to the food and beverage component of these events;
8. Organize Club participation in special racing events (e.g. Vendee, Interclub);
9. Manage racing trophies and awards, in cooperation with other Club Officers who are responsible for Club awards and award events and;
10. Manage the use<sup>1</sup>, maintenance and replacement of equipment used in racing events and activities.

Date adopted by the Board of Directors: January 8, 2013

Date of last review \_\_\_\_\_

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<sup>1</sup> Includes use by any Club members