



CLUB CAPTAIN

DUTY STATEMENT

Purpose

Support the delivery of safe, efficient and enjoyable sailing by coordinating the Club's race assets, fleet support, compliance requirements and on-water operational resources. The Club Captain works closely with the Vice Commodore to ensure race management systems, equipment and operational procedures support active participation and high-quality sailing.

Primary Responsibilities

- Assist the Vice Commodore in the planning, coordination and delivery of all sailing and racing activities.
- Maintain oversight of the Club's race assets, including marks, buoys, flags, start equipment, radios and associated operational equipment.
- Coordinate the placement, maintenance and retrieval of racing marks and ensure they remain safe and fit for purpose.
- Oversee the Club's licensed moorings and ensure licences and approvals remain current.
- Assist with the preparation and review of Sailing Instructions, Notices of Race, race programs and race documentation.
- Coordinate the maintenance and replacement of race equipment and recommend future equipment purchases where required.
- Promote safe sailing practices and assist with the implementation of Australian Sailing safety requirements.
- Support Race Officers and volunteers during Club racing, regattas and special sailing events.
- Assist in maintaining operational procedures relating to race management and race-day activities.
- Coordinate equipment audits, safety inspections and compliance activities associated with Club racing.
- Encourage participation by supporting skippers, crew and new members entering Club racing.
- Liaise with the Director Training and Training Manager to assist members transitioning from training into regular Club participation.
- Provide recommendations to the Board regarding race equipment, fleet assets and operational improvements.

Key Relationships

Works closely with the Vice Commodore, Director Training, Training Manager, Race Officers, volunteers, Australian Sailing and participating members.