



Date **January 2023**

Job Title: **Race Officer**

Reports to: **CYC PRO & CYC Rear Commodore**

Application process: Please send your summary of RO experience to cycmanager@chesteryachtclub.ca

CYC Race Officer Job Description

CYC Race Officer (RO) is responsible for the race management of CYC Club races which includes the organization, setting courses, starting, controlling events throughout Club races and finishing procedures. The RO should have some experience on a race committee and/or a fair amount of racing experience.

RO Job Requirements:

- Pleasure Craft Operators Card (PCOC) on their person when operating club boats
- have their Marine Radio Operator Certification
- have current Emergency First Aid/CPR certification
- completed Race Management Course provided by Sail Canada or equivalent
- Must have a thorough understanding of the Racing Rules of Sailing
- Must be capable of deploying and retrieving a variety of racing marks, and ground tackle, including the anchor of the club Race Committee boat and stowing same in a seamanlike manner.

RO Duties:

1. Maintain all required race committee gear on the Race Committee boat in good condition.
2. Start and Finish Club races and Club regatta races.
3. Communicate directly with racers through the VHF from the committee boat.
4. Be familiar with CYC's current Notice of Race and Sailing Instructions.
5. Be able to set club handicap race course.
6. Be able to set up a square start line with the use of a hand-bearing compass.
7. Be able to set up a square Windward leeward course using club marks and tetrahedron racing marks.
8. Be prepared to postpone, shorten, change, or abandon a race for any reason including changing weather conditions.
9. Calculate race results using CYC's race program software. Post results on the CYC website, on the Result Board and Result Binder immediately following the race.
10. Keep active database of CYC's racing yachts; their SailNS PHRF, Proof of insurance & Yacht data sheet.
11. Write and post changes to the Notice of Race and Sailing Instructions in a timely manner on the Club board with copy to CYC Manager Kim and fleet captains.
12. Preferably the RO would be available for most of CYC's published racing schedule for the season.