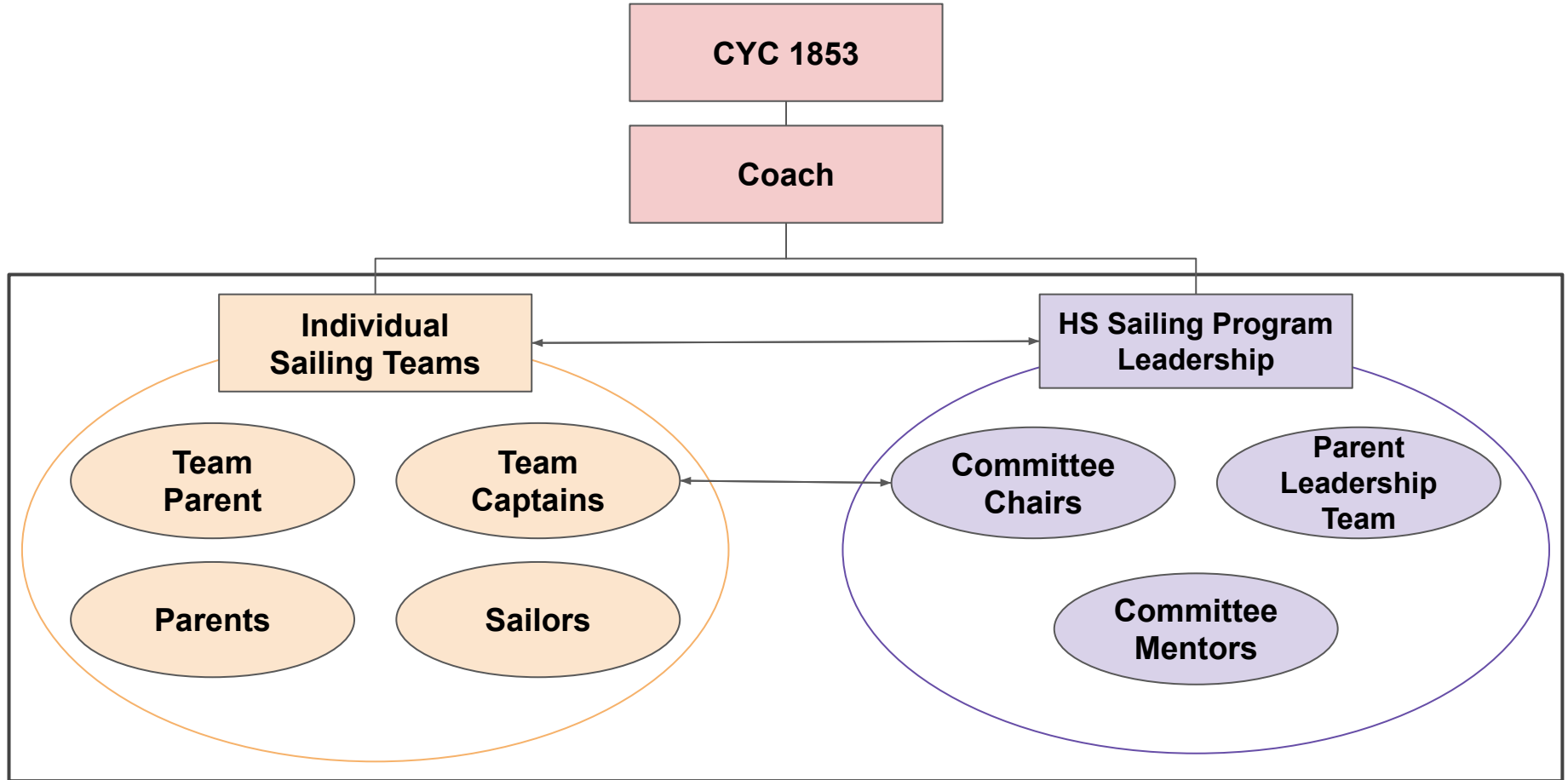


2024-2025 CYC HS Sailing Committee Chairs Roles + Responsibilities



CYC + HS Team Relationships



HS Team + Program Relationships

Individual Teams

Team Captains can serve as a Program Committee Chair.



Program Committees

Performance
Co-Chairs
2-3 people

Team Building + Community
Co-Chairs
2 people

Social Media + Outreach
Co-Chairs
2 people

HS Leadership Eligibility Criteria

Criteria for Team Captains and Committee Chairs:

- Be on the team for at least one year
- Be in the 10th, 11th, or 12th grade
- Lead by example

To lead by example, Team Captains and Committee Chairs:

- Participate regularly in practices, regattas, and committee/program events
- Arrive early to events
- Motivate other sailors
- Act respectfully toward coaches, parents, volunteers, teammates, opponents, and judges
- Communicate with judges, hosts, volunteers, and other teams politely and professionally at regattas or events
- Actively listen to sailors and provide constructive feedback
- Are supportive of coaches and Committee Chairs
- Strive to keep their team unified
- Are coachable and open to improve
- Understand that there are boundaries and expectations to being a captain
- Maintain good sportsmanship and exemplify the Corinthian Spirit of sailing

Committee Goals

Performance
Co-Captains

2-3 people

- HS Series

Example Goal: Complete a Fall regatta, have one each month, host a women's event

- Extra Practices

- Workouts

Team Building + Community
Co-Captains

2 people

- Fundraising?

- Full-team events

Example Goal: one team building event each month

Social Media + Outreach
Co-Captains

2 people

- Media/Recruitment

Example Goal: Get control of Hoggard's instagram, Help captain's communicate, support recruiting events

- Fundraising

Example Goal: Have four fundraisers this year: Halloween, Kids Learn to Sail, Christmas, and Spring

Performance Co-Captains –

High School Series (mock regatta), Extra Practices + Workouts

HS Series / Mock Regattas	Extra Practices	Workouts
<p>Audience:</p> <ul style="list-style-type: none"> - Current sailors, parents, sailing community, new recruits 	<p>Audience:</p> <ul style="list-style-type: none"> - Current sailors, parents, sailing community 	<p>Audience:</p> <ul style="list-style-type: none"> - Current sailors
<p>Goals:</p> <ul style="list-style-type: none"> - Regatta practice - boat rotations, all-day focus, practice w/ skipper/crew teams - Community engagement - Have fun 	<p>Goals:</p> <ul style="list-style-type: none"> - Sailor engagement in the off-season - Skill building - Have fun 	<p>Goals:</p> <ul style="list-style-type: none"> - Sailor engagement in the off-season - Improve fitness and build endurance - Develop team culture and community - Have fun
<p>Responsibilities:</p> <ul style="list-style-type: none"> - Schedule HS Series (2-3/semester) - Create a sign up for sailors and race committee - Contact experienced adults about volunteering for: PRO, RC, Mark Boats (2 mark, 1 safety), Coaches, Photographer, Guest Coach - Confirm volunteers at least 1 month ahead - Send follow-up emails to confirm committed volunteers at last 2 weeks before the HS Series - Work with the guest coach or Jack to make pairings/teams - Send thank yous to all RC and volunteers 	<p>Responsibilities:</p> <ul style="list-style-type: none"> - Develop a winter and/or off-season schedule - Contact experienced adults who can guest coach - Make and send out a sign-up with a RSVP deadline - Take attendance at practices - Work with the guest coach or Jack to make pairings/teams - Evaluate the goals for the practice (Advanced, Development, Team Race, etc.) - Share the practice plan with sailors before the practice - Send thank yous to guest coach + volunteers - <i>Note:</i> Practice can be on shore: Protest Speed Dating, Rules Trivia, etc. 	<p>Responsibilities:</p> <ul style="list-style-type: none"> - Organize a workout schedule - Make a sign-up - Take attendance - Build excitement about being together and working out - Develop weekly workout plans - Include a balance of fun and exercise - Ideas: <ul style="list-style-type: none"> - Group walks/runs - Group yoga - Sailing relay/runs - Frisbee - Capture the flag

Team Building Co-Captains – Community Events + Fundraising

Email List Info: [Link](#)
 Volunteer Emails: [Link](#)
 Camper Sign Up Emails: [Link](#)

Community Events

Fundraising

Audience:

- Current sailors, parents

Audience:

- Current sailors, parents, Fan of HS sailing, future HS sailors

Goals:

- Foster and build connections between and respect for teammates
- Develop team culture and community
- Have fun

Goals:

- Pay for all team registrations
- Determine additional ways to offset costs
- Build awareness and interest in HS sailing (Start them young - We are all role models at these events. We get to show young kids how fun sailing is!)

Responsibilities:

- Team Dinners
 - Chipotle after regattas and key practices
 - In season - after practice, before events, after mock regattas
 - Out of season - After workouts, extra practices, random get togethers
 - After fundraising days
- Flotilla Decorating – [Email draft link](#)
- Secret Santa/White Elephant – [Email draft link](#)
- Movie Night
- Paint the Rock (at Hoggard)
- Volunteering at Paws4People – Contact Kiki Barden for intro
- Scavenger hunt (geocaching)
- Group Study, Beach Day, Blindfolded tennis ball tag, etc.
- Summer sailing at CYC - Fun Sail, Sound/Ocean series

Previous Fundraisers:

- Halloween Fundraiser/Games and Sailing — Kindergarten - 7th grade children
- Learn to Race — 4th - 8th graders: NO sailing experience required

Responsibilities:

- Develop a schedule that includes day/time and list of activities.
- Market and promote the event, including to previous attendees. Develop participant registration. Work with the Treasurer to accept payment online
- Enlist experienced adults to volunteer for both on-the-water and on-land activities:
 - Safety: important because of the number of people on the water
 - Photographer: important to capture the fun and excite the parents
- Send follow ups and finalized volunteers 3 weeks before the event
- Send sign-up for supplies needed for activities, confirm 2 weeks before the event
- Send reminders and confirm all attendees and volunteers
- Remain responsive to parent questions about camp, bring a friend, etc.

Media + Outreach Co-Captains –

Social Media, Photography + Recruitment

Community Events	Fundraising
<p>Audience:</p> <ul style="list-style-type: none"> - Current + potential sailors - Parents - Sailing community 	<p>Considerations:</p> <ul style="list-style-type: none"> - Think about this when posting this is a professional account - Think about your teammates don't post embarrassing or "bad" photos
<p>Goals:</p> <ul style="list-style-type: none"> - Program awareness - Program growth - Community engagement - Celebration - Fun 	<p>Activities:</p> <ul style="list-style-type: none"> - Coordinate with Team Captains to share on social, email, etc. - Media Day: Organize sailor headshots and group photos <ul style="list-style-type: none"> - Use throughout the season in regatta posts and announcement
<p>Types of Posts:</p> <ul style="list-style-type: none"> - Events, celebrations, awareness building, etc. - Sign up reminders + deadlines - Regatta posts: Team line ups + group photos - Sailor shout-outs - Guest coaches, chalk-talk volunteers - Workout/extra practice posts - Sailing quizzes, educational content and videos, key skills - Reiterating/sharing general communication - Summer sailing opportunities - Fun Sail, Sound/Ocean Series, Race Team, Camps, SAYRA Regattas, etc. 	<p>Outreach:</p> <ul style="list-style-type: none"> - Bring-A-Friend days - Fundraising that involves youth/upcoming sailors - Communicate with parents who want to learn about the high school sailing program - Organize **8th grade field trips** Speak with local PTA about sailing's STEM connection and high school sailing program.

Parent Support

Committee Co-Chairs

- Each committee captain or co-captains will be connected with an interested adult who will help support, advise, and guide captains.
- Committee mentors will be responsible for the roles listed on this slide.

Team Captains

- Team captains will be responsible for leading and organizing sailors within each school.
- Team captains will work directly with team parents for support, advice and guidance.

Parent Support Responsible:

- Set expectations for availability
- Be genuinely interested and involved
- Provide support - but don't do the work
- Listen, brainstorm, problem solve
- Guide, redirect, and advocate
- Enlist additional resources
- Build trust
- Decide when to give advice
- Create routine checkpoints
- Expect updates
- Ask questions
- Instill accountability
- Communicate with other mentors
- Celebrate achievements

Co-Chair Selection Timeline

Saturday, April 27 – Wednesday, May 1	<ul style="list-style-type: none">- Application window opens on Saturday, April 27- Applications accepted until midnight on Wednesday, May 1
Thursday, May 2 – Monday, May 6	<ul style="list-style-type: none">- Voting window opens on Thursday, May 2- Votes accepted through midnight on Monday, May 6
Tuesday, May 7 – Wednesday, May 8	<ul style="list-style-type: none">- <u><i>If needed</i></u>, information shared about a run-off election
Thursday, May 9 – Monday, May 13	<ul style="list-style-type: none">- <u><i>If needed</i></u>, run-off voting window opens on Thursday, May 9- Run-off votes accepted through midnight on Monday, May 13
Wednesday, May 15	<ul style="list-style-type: none">- Co-Chairs announced at the End-Of-Year Dinner
Wednesday, July 15	<ul style="list-style-type: none">- 2024-2025 HS Sailing Season Kick-Off Meeting
First week of September	<ul style="list-style-type: none">- Practice kicks off for the 2024-2025 season!