



## Member Duties

Our club relies on volunteers to assist with the running of the club throughout the year. It's also a great way to meet other members and improve your knowledge about racing.

To enable the smooth running of our Saturday social sailing and Sunday races we use a system called DutyMan to schedule member duties. You will be allocated 3-4 duties during the year, Saturday 12:00-16:00 and/or Sunday 09:00-13:00. If you have a family membership it will be just the main contact. Social members will not be allocated unless they have chosen to opt in or volunteer for a duty.

## Emails from DutyMan

DutyMan keeps you informed by email. To ensure that you receive these emails, please mark emails from [donotreply@DutyMan.biz](mailto:donotreply@DutyMan.biz) as trusted emails. You can update your email address via your profile page.

A sample of emails you may receive are:

- Notification that the club has published new duties that have been allocated to you
- Notification that the club has made changes to one or more of your duties
- Duty reminders as your duty date approaches
- Requests from other members for duty swaps

## How will I know when I am on duty?

You will receive an email from DutyMan notifying you, please either accept this or swap with another member for a different date. A reminder will be sent out the week prior and you may be contacted by your team leader. DutyMan can be accessed through our website.

N.B. If you request a swap, please make sure it is like for like. If you are on race duty it is not wise to swap with someone on rescue boat unless you are qualified.

## What will I be doing?

You will be given tasks that you are qualified for, so do not worry if you do not have much experience. Each team has someone in charge as well as members that are qualified to drive power boats. On Saturday's, you will either be crewing on the rescue boat or generally helping other members to rig/launch their boats. On Sunday's, if you are on 'race duty' this means that you will be either crewing on the rescue boats or helping on the committee boat where the race officer will be and they will let you know what needs to be done.

## On the day

Please take a look at the weather before you set off to the club. It can be chillier/or hotter on the water than you would expect, and there may be a chance that you may get a little wet (although it's mostly dry work). If you dress as you would for sailing, with possibly an extra layer as you will not be moving as much as what you would do sailing.

When you arrive let the officer of the day know you on duty. If you are not sure who to ask for, someone will be able to point you in the right direction. They will then allocate you your duties for the day, if you have not been assigned to powerboat duties.

## Can I help when I am not rostered on duty?

Absolutely! In our club newsletter you will see when we need volunteers, or this can be found on DutyMan. Simply put your name down for what you can help with. During the warmer months we have Thursday evening sailing 18:30 to 20:00, which we rely solely on members volunteering to run the race.

## Information Stored

Along with your email, we would like to show your phone number for your team leader to contact you should the need arise. If you have any problem with this then please let us know so that we can find another solution.

## Questions?

If you have any questions about the use of DutyMan or about the club duties, please contact the Duty Rota co-coordinator Andy Pearce (email: [DutyRota@maidenheadsc.org.uk](mailto:DutyRota@maidenheadsc.org.uk))