

ACTIVITIES AT THE CLUB

Activities

Racing
Cadet Sailing (Friday nights, Winter Training, Cadet week)
Adult Sailing
Open Sailing for all
Club Cruises
Social functions throughout the year (Wednesday night talks, Annual Events)

Volunteer Roles

Patrol Boat Driver
Patrol Boat Crew
Race Officer
Assistant Race Officer
Open Sailing helm
Maintenance crew
Wednesday Morning Group
Trainers/lecturers/instructors
Working groups; fundraising/social events
Committee members
Administration
General helpers for social functions and open events

THANK YOU!

Volunteering is a hugely important aspect to the running of the club and has a direct bearing upon the low cost of club subscriptions. Without the help of volunteers it would not be possible to run the many events and weekly activities that are organised.

Last year the club recognised the hard work and dedication of Tony Cooper and by way of thanking him presented him with the

Volunteer of the Year Award.

enjoyment of Club facilities and activities is entirely dependent upon voluntary help.

Your Information.... If any of your contact details change we would appreciate it if you could let the club have your new information. This information will be kept on our database and be used for club purposes only.

We abide by the Data Protection act as stated below

Data Protection

The personal information that you provide will be handled by the Royal Victoria Yacht Club in accordance with the Data Protection Act 1988. It will only be used for the purpose of maintaining our membership records. Your information will not be used for any other purpose, and will not be disclosed to any other parties or outside individuals or bodies.

FOR FURTHER INFORMATION ON
VOLUNTEERING AT THE RVYC

Please contact
Andrea or Steve Sheridan
andiesheridan@googlemail.com



Royal Victoria Yacht Club

VOLUNTEERING AT
THE RVYC

WHAT TO DO NEXT

Once you have decided to volunteer for the club (usually at the start of the season) you will be welcome at the Volunteers Evening. This will be an opportunity to meet other volunteers and key members of the club and to find out what opportunities there are and what roles require volunteers. At the volunteers introduction evening there will be details of the rota for the coming year and you will be able to add your name to the days you are free. You will find in this leaflet details of key officers at the club and what their roles are to give you a better idea of who's who.

In some cases, you may need training before undertaking the role and training courses will be available if you are interested. Often these courses will be subsidised so you can sometimes use these skills for the clubs benefit.

The RVYC uses a software programme called Dutyman, which is available on line and details of how you can use this are detailed opposite. The system is a relatively new one for the club and relies heavily on input from volunteers.

By nature of the word 'volunteering' there is no expectation of the amount of time you have to volunteer—you could do as little as one day per year or one day per week—it all helps.

However, if you are involved in racing at the club then there is an expectation for you to carry out at least two 'race duties' a year.

WHO'S WHO AT THE CLUB

Club Manager	David Shotter
Commodore	Steve Warren-Smith
Vice Commodore	John Clack
Rear Commodore (Sailing)	Neil Griffiths
Rear Commodore (House)	Helen Vrba
Hon Secretary	Carol de Peyer
Hon Treasurer	Patrick Mill
Sailing Secretary	Keith Evans
Volunteer Co-ordinators	Steve & Andrea Sheridan
Committees	Groups
Management Committee	Cadet Liaison Group
Sailing Committee	Cruiser Organising Group
House Committee	Fishbourne Sailability

Further details can be found on the web site



DUTYMAN

How do I volunteer for a duty?

To volunteer for a duty you will need to send an email to the duty team. They will enter your email address onto the Dutyman system which will send you your login details within 12 hours. You can also select a free duty date which the team can enter at the same time.

I do not have email, can I still volunteer?

Yes, you can leave a message at the Club with your name and phone number and you will be added with a phone contact, your name will still appear in the duty rota.

Why do you need my email or phone details?

Seven days before your duty you will be sent an email to remind you of your duty. If you do not have email a member of the duty team will phone to remind you.

How do I confirm my duty?

Using the username and password sent to you by Dutyman you are able to log in to Dutyman by clicking on the link on the RVYC website. Your duties will be highlighted in red and all you need to do is follow the instructions to confirm your duties. If you do not have email the duty team will confirm your duty when they have phoned to confirm you will be doing your duty.

For those unable to gain access online, a paper copy of the rota will be posted on the club notice board. This will be updated periodically. Please note that the online version is the definitive one so you should double check as the information displayed may have changed.