

# Stewartby Sailing: 2009/10 Duty Request Form (2)

Main Contact	A	<i>John Smith</i>
Second Name	B	<i>Janet Smith</i>
Third Name	C	<i>Emma Smith (15)</i>
Phone Number		<i>01234 802322</i>
Email Address		<i>john.smith@yahoo.com</i>

The 'Smiths' are a family member. Husband, wife and teenage daughter. With children, it's a good idea to include their age if they want to perform a duty.

Use your first name. It helps if we have to telephone you.

Please let us have a telephone number and email address.

## 1. Choose the role you would like to perform

Role (See notes)	A	B	C
Officer of the Day (OOD) <sup>2</sup>			
Safety Boat Captain / RYA Safety Boat Qualification <sup>2</sup>			
Race Officer <sup>3</sup>	X		
Assistant Race Officer <sup>3</sup>			X
Boat Driver <sup>4</sup>	X		
Boat Crew	X	X	
I am a non-sailor and would consider a shore-based role.			

2. If you have been appointed to the role of OOD or have a race officer qualification should select Boat Driver. Otherwise, select Boat Crew.

John doesn't mind if he does his duty as race officer, boat driver or boat crew and has selected all 3 in column A.

Janet has selected her duty in Column B and Emma in Column C.

Read the notes carefully when deciding on your role.

## 2. On which days would you prefer to do your duty?<sup>5</sup>

Saturday	Open Meeting <sup>7</sup>	
	Racing Days <sup>6</sup> (Championship)	X
	Recreational Sailing	
Sunday	Club Racing <sup>6</sup>	X

The 'smiths' are keen racers and have chosen sunday club racing and saturday racing days.

If you sail recreationally, you might find Saturday recreational sailing more to your liking. Remember you will get 2 saturday afternoons.

Open meetings are great fun and you'll see some excellent racing.

## 3. Which months/dates would you prefer to do a duty?

Quick Pick (Tick as many as possible)					
April	X	July	X	Avoid Easter	
May	X	August		Avoid Bank Hols.	
June	X	September/Oct	X	Avoid School Hol	X
Preferred Dates			Dates to Avoid		
			<i>4th April</i> <i>Last weekend in June</i>		

8. The quick pick box allows you to select your preferred months

The best way to get a duty date that suits you is give the duty management team as much information as you can.

Choose all the months you think you can make. The right-hand column allows you to avoid problem periods.

Let us know any dates you definitely cannot make.

## 4. Please help us by doing more for your club.

Race Officers may be offered two duties. Tick to opt out.	
Boat Drivers may be offered an additional duty. Experienced drivers will be offered an open meeting as their first preference. Tick to opt out.	
Want to volunteer for more? Please state the number of duties, 2 is ideal	

11. Each member must do at least

We want you to volunteer for more duties. It's a great way to put something back into the club, especially if you sail throughout the year. These options allow you to specify how many extra duties you want and to opt out if you wish.

# Stewartby Sailing: 2009/10 Duty Request Form (1)

Dear Member,

We've redesigned the duty request form (overleaf) to hopefully make it simpler for you to choose a duty date that is suitable for you.

We have made room for up to 3 people to choose their duty on the same form. You have more choice when selecting days, events and times of year. Also you can clearly specify preferred dates and dates to avoid.

It is important that every member sends in a duty form by the end of February. If you don't send in a form or your form arrives late it may not be possible to offer you the date you want. Forms will be processed in the order they are received.

A couple of things to bear in mind:

- You may be offered a duty between 1st April and 31st October.
- We cannot consider requests to avoid Club Championship events
- Please read to notes

This year we're asking a few more questions than normal. This is to allow us to plan up-front a number of activities such as Wednesday night Sailing and Summer Camp.

In addition to the duty request forms below to help gather information on other activities this year including Wednesday night Sailing and Onboard Scheme Help

## A. Wednesday Night Sailing Duty

Please Select 2 Wednesday Evenings for a Duty							
Apr 7	Apr 14	Apr 21	Apr 28	May 5	May 12	May 19	May 26
Jun 2	Jun 9	Jun 16	Jun 23	Jun 30	Jul 7	Jul 14	Jul 21
Jul 28	Aug 4	Aug 11	Aug 18	Aug 25	Sep 1	Sep 8	Sep 15
Sep 22	Sep 29						

### Wednesday Sailing

A popular evening's sailing where the races are run and supported by Wednesday night sailors giving up two evenings each year.

Circle the wednesday evenings you would like to do a sailing on Wednesdays' why not pick your date now!

## B. Summer Camp - August 22nd - 27th - Children Aged 10 - 15 years

Please send me details of summer camp

First Child Name

Second Child Name

Third Child Name

Send your kids to Summer Camp. Tick here and we'll contact you during summer half-term holiday.

## C. Winter Duties

I intend sailing in the 2010 Autumn Series, please contact me about a duty

Winter duties will be planned in September. Tick the box and we'll contact you nearer the time

I intend sailing in the 2011 Icicle Series, please contact me about a duty

### Please return your form with your membership

you can hand deliver your form to the clubhouse on Sundays.

## D. Onboard Scheme Help

The sailing school provides tuition to pupils from local schools on weekday afternoons and early evenings. Each session last around 2 hours and we need volunteers to man support boats and assist with tuition.

*Janet can make Tuesday, Wednesday afternoons*

Please contact me as I may be able to help on weekdays.

Janet is retired and can help with our on-board programme.

2 Lynwood Lodge  
96 Chiltern Road

DUNSTABLE  
LU6 1ES