

HOEOCA COMMITTEE POST - ROLE DESCRIPTION

Rear Commodore Cruising

ROLE PURPOSE

To promote and arrange cruising events in line with the objectives of the club, safely and legally. In particular to ensure the success of the Spring and Autumn Rallies, our flagship events.

DUTIES & RESPONSIBILITIES

1. For the Spring and Autumn Rallies and in conjunction with the Flag Officers of the committee
 - a. Agree and investigate all the feasibility elements of the planned destination
 - b. Charter yachts on behalf of HOEOCA and liaise with charter company
 - c. Contact suitable owners and recruit those interested to attend.
 - d. Liaise with any planned destinations e.g. Marinas, yacht clubs and restaurants
 - e. Arrange a rally dinner and Commodores Cocktails.
 - f. Decide costs and timelines, produce information materials and publicise event via website and newsletter. Take bookings and track payments
 - g. With input from the Commodore and Vice Commodore, assemble and publish rally crews once balances paid, taking into account; safety, development aspirations, crew requests and other factors such as cabin allocation and absorbing new members
 - h. Distribute rally documentation to attendees/skippers and nominate a passage planning evening (if appropriate). Collect and publish passage plans (if appropriate)
 - i. Post rally – balance books and thanks to e.g. dinner venue

With the agreement of the Flag Officers, tasks may be delegated/shared but RCC has overall responsibility for these events.

2. In conjunction with other flag officers, identify potential skippers and provide practical experience as available.
3. Encourage other members to organise break-even cruising opportunities such as Hot, Hot Hot using the club as a facilitator (i.e. promotion and cash flow)
4. Promote and facilitate the shared cost cruising concept.
5. Promote and maximise all cruising opportunities offered by boat owners.
6. Update and maintain the cruising area of the club website (promoting forthcoming events and providing post event write ups).

GENERAL

Committee members should be available to attend the majority of the monthly committee meetings which are normally held at 2000 on the last Thursday of any month (except December) as well as being generally supportive of club events. Additionally, in turn each committee member acts as a "Meeter Greeter" at a first Tuesday social.

General IT literacy is assumed although training will be given if you are required to update the area of the website assigned to your role.

An interest in and/or enthusiasm for sailing and your particular speciality is an advantage.

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It is expected that all committee members will become directors of HOEOCA limited which is a Company Limited by Guarantee.

SPECIFIC TO ROLE

Event and/or project management experience. Knowledge of HOEOCA and its' members

A wide experience of cruising sailing an advantage with particular understanding of navigation and passage planning.