

## ODC - PRO (Principal Race Officer) Duties/Responsibilities

- A. Pro's will be assigned for each race and major regattas by the (VC) Vice Commodore, David Brookman 249-1035. The Pro's primary responsibility is to ensure their race is run properly in accordance with current rules and regulations. Refer to race schedules then committee boat schedule on ODC website, OrientalDinghyClub.com
- B. It is the responsibility of each PRO to be informed on the requirements for handling this race position through guidance from past Pros, attending training sessions, reviewing materials on the signal boat and experience gained from being crew on the signal boat. Additional information is also available on the club's website under Race Management. (Guidelines for Race Committee)
- C. The race Pro for a given race will be contacted by the VC one week before the scheduled event to ensure appropriate preparations are being made to handle the upcoming race. If the assigned Pro is unable to fulfill the scheduled/assigned event that individual will have the responsibility to obtain a substitute in conjunction with the VC.
- D. The Pro must assemble a crew for the assigned race so that adequate personnel are present to conduct a proper and safe event. (Normally involves 3 individuals)
- E. Mark/chase boats will be assigned for each race by the VC. It is the responsibility of the Pro to contact these assignments to ensure they will be available for the scheduled event. If the assigned mark/chase boat(s) are not available the Pro and VC will make arrangements to find alternatives.
- F. To simplify the efforts of the Pro, ODC has established chairs for Committee Boat Mechanicals (Bill Arndt @ 249-1732) and Race Equipment (Bill Michne @ 249-1175). These individuals, or their chosen alternate, are responsible for the following:
1. Committee Boat Mechanicals - ensure CB (and new mark boat) has fuel, batteries are charged and all systems are functional prior to each race.
  2. Race Equipment - ensures all race materials in the Dock Box are complete and operational. (i.e. inflatable marks, anchors, race flags, scoring sheets, signal horns, etc)
- Note:** Ultimate responsibility belongs to the Pro (suggest contacting Committee Boat Mechanicals and Race Equipment chairs prior to the scheduled race)
- G. The day before a scheduled race the Pro, fleet captain(s) (PHRF - John Bloom @ 617-9224, Ensign - Bill Michne @ 249-1175 & Sunfish - Jerry Dasson @ 249-0585) and VC will review the weather forecasts. If projected conditions appear to be non-conducive to holding a club racing event, the Pro will advise all racers via e-mail of the potential for cancellation. By 8:00 AM on the day of the race the Pro, fleet captain(s) and VC will make a final decision regarding whether to proceed or cancel the race scheduled for that day. The PRO or VC must create a message to be broadcast to all club members and send to [kirsch986@gmail.com](mailto:kirsch986@gmail.com) or alternate for distribution.
- H. If a race day is cancelled (item G) a "make up" time will be considered for the following day. (Sunday afternoon) The fleet captain(s) and Pro will obtain feedback from the racers and race committee personnel to ascertain if a "make up" race is feasible. This can be handled via e-mails with a response required not later than noon on the scheduled race day. If Pro/ crew plus mark boat and majority of skippers in the fleet agree, a make up race will be arranged. Lacking overall cooperation, the scheduled race will be officially cancelled.
- I. At the completion of a race the Pro is to ensure the scoring sheets are given to the Race Scorer (physically or via e-mail) the day of the race. (Bill Kirsch 745-8034, [kirsch986@gmail.com](mailto:kirsch986@gmail.com) or alternate Bill Michne 249-1175) This will ensure results can be posted to the website in a timely manner.
- J. If any items are damaged, destroyed or lost from a racing event it is the responsibility of the Pro to notify the Boat Mechanical and/or the Race Equipment chair person. This is to be done the day of the race to ensure appropriate repairs or replacements are made in time for the next scheduled race.