

Regatta Volunteers & Staffing

Arrange event staff and volunteers and produce specific position descriptions for these positions.
People may fill more than two positions at some regattas.

Committee Members
Regatta Secretary
Regatta Coordinator
Media Contact
Bow Number volunteers x 2 minimum
Commentator
Runner for updating programs and updating notice board
Runner for food and snacks to volunteers
Catering
Site maintenance (checking bins, toilets etc)
Boat Holders (as required)
Boat Drivers (as required)
Presentation Coordinator
Volunteer Supervisor / reliever

Rescue (provided by Rowing Victoria)
First Aid (provided by Rowing Victoria)
Boat Race Officials (provided by Rowing Victoria)

Volunteer Position Descriptions

Position	Number Required	Location	Equipment Required	Person Allocated	Position Description
<i>Eg: Regatta Secretary</i>	<i>1</i>	<i>Regatta Control</i>	<i>Radio, laptop, printer,</i>	<i>Joe Bloggs</i>	<i>Answering queries, entering results, scratchings, crew changes</i>