



2024 Volunteer Policy

USRowing Owned Regattas

Overview

Volunteers are a critical component of all regattas. Our sport's sustainability and success rely heavily on these dedicated supporters, who help ensure that our rowers, teams, coaches, spectators, and more have a safe, fair, and rewarding experience.

The purpose of this policy is to provide additional volunteer support at USRowing-owned regattas to Local Organizing Committees (LOCs), who increasingly struggle to source, secure, and train sufficient volunteers. USRowing's new volunteer policy (that was started in 2023) will assist LOCs by providing them with informed volunteers who already plan to attend a USRowing-owned regatta. USRowing welcomes spectators, team parents, siblings, family members, friends, coaches, athletes, and more to volunteer at our regattas. Thank you in advance for your partnership in support of our sport's future!

For questions regarding this policy, please contact Competition@usrowing.org.

Requirements

- For every USRowing-owned regatta, with the exception of high performance regattas, every registered team will be required to provide at least one (1) volunteer to work one (1) 4-6 hour shift during the regatta.
 - An exception to this rule is an Unaffiliated single sculler, i.e. the competitor is not considered to be representing an organization, and therefore does not need to provide a volunteer during the regatta.
 - If a team has under two (2) entries in the regatta, the team is not required to provide a volunteer.
- Volunteers will be required to take training provided by USRowing and/or the Local Organizing Committee, which may vary by venue. See the Training section below for more information.

- Different positions require different physical and intellectual abilities. A full explanation will be provided in the LOC(s) volunteer sign up platform.
- For 2024, this policy is on the honor system. USRowing and LOC's rely on each volunteer that signs up to work the regatta. Teams are required to add their volunteer to the signup platform by the regatta's entry deadline. If a team does not add a volunteer to the LOC's volunteer sign up, they will be continuously contacted by USRowing until the volunteer has signed up.

Process

- During regatta registration, each organization will provide the name, email, phone number, and skill of at least one volunteer for the event. Each volunteer will sign up on the volunteer platform provided. Examples of skills include: launch driving, stakeboat holding, etc.
- One week before the first practice day of the event, each volunteer will receive an email from the Local Organizing Committee with further instructions for their volunteer shift. (see Training section below).
- When a volunteer arrives at the venue, they will check in and out at the Volunteer Station tent or designated area.
- Volunteers will have access to the Volunteer Hospitality Tent for refreshments throughout their shift.
- All communication regarding shift changes will be communicated through the Local Organizing Committee.

Training

We value volunteers for their willingness to contribute their time and effort to the success of the regatta. Assisting at one of our regattas is an opportunity not just to give back to the sport, but also to learn more about regatta operations while applying general skills like communication, teamwork, and task management.

USRowing and the Local Organizing Committee will provide the following training materials to help you have a successful and rewarding volunteer experience:

Volunteer Packet/Summary

The Volunteer Packet/Summary provides a breakdown of each volunteer station and position, including a summary description, responsibilities, and other role expectations. Volunteers should review this packet prior to selecting their preferred role(s). This will be provided by the LOC(s).

Coaches & Coxswains Meeting

Volunteers are strongly encouraged to attend this meeting held before their regatta. It covers regatta rules and procedures, practice schedule, course maps, and other information critical to a successful regatta. At this time, coaches, athletes, and coxswains are allotted time to ask regatta specific questions. These meetings typically take place one (1) week in advance of the regatta. The specific date and time will be shared out no later than one month prior to the regatta start date. For those volunteers who cannot attend, the recording link will be sent out immediately following the meeting.

Entry Packet

Volunteers are strongly encouraged to review the entry packet for their regatta. This packet contains important dates & schedules, registration/competition/entry information, the Rules of Rowing, awards details, venue details, and important contacts. Volunteers will receive the entry packet for their regatta along with the details for the coaches and coxswains meeting.

Additional Training/ License Requirements

Volunteers may be asked to complete additional training such as Diversity, Equity and Inclusion training, or may be asked to present the necessary license to do volunteer tasks such as launch driving. All information/additional requirements will be included in the LOC Volunteer Packet/Summary that each volunteer will have prior to signing up for a shift.

SafeSport Requirements.

Volunteers must read and understand the [Minor Athlete Abuse Prevention Policies](#) (MAAPP), their club's Safe Sport policy, and [how to report](#) if they see a violation of misconduct. This includes volunteer positions such as parking attendants, commission control, stake boat holders, hospitality, launch drivers, etc. Volunteers are required to visit [this link](#) to sign the digital form acknowledging that they have read and understand the MAAPP policy.

Volunteers who only have incidental and observable contact with Minor Athletes are encouraged to take the Center's brief *Volunteer* course before engaging or interacting with any amateur athletes who are minors.

All others in volunteer support positions who have Regular Contact with or authority over amateur athletes who are minors are required to take the *SafeSport Trained Core* or *Refresher* courses. Please refer to the Relevant Adult Participants definition on the [USRowing website](#).

Volunteers should also be familiar with Athlete Safety Procedures for USRowing Event Organizers.