



Member Sail Dockmaster Instructions

Thank you for signing up to launch the DSC Member Sail as Dockmaster! Please observe the following procedures to ensure your fellow members can maximize the benefits of their time on the water.

1. Arrive Early

- a. You must arrive at least 15 minutes prior to departure (5:15 on Wednesdays and 11:45 on Sundays), but the earlier you can arrive, the better. Many members show up as early as half an hour before the official start.

2. Greet Members

- a. Introduce yourself to members and guests as they arrive, and let them know you will be the Dockmaster that day.
- b. As you greet people, find out what their experience level is, especially if they are new members. Welcome them to the DSC and help introduce them to other members.
- c. Find out what people are looking to get out of the sail. Are crew there to learn? Are skippers there to teach? Do skippers need experienced crew onboard? Are they just looking to have a relaxing sail? etc.

3. Announcements and Weather Briefing

- a. The DSC office may ask you to relay one or two announcements. At the very least, be prepared to give a quick briefing on weather (you can involve other members), note any safety concerns, and note any offline boats.

4. Return time

- a. Let people know what time the Member Sail ends, and when they should return to the docks
 - i. Boats should be back at the dock at least 30 minutes prior to sunset on Wednesdays
 - ii. Sunday Member Sails end at 4pm, and all boats must be returned to the dock and derigged by that time.
 1. The DSC often has events on Sunday evenings, and boats are available for private reservations outside of those times.

5. Make Boat Assignments

- a. This requires a HANDS ON approach. Assign skippers and crew to sail together, and let them know what boats are available if needed.
 - i. Match up skippers who want to teach with crew who want to learn
 - ii. Assign more experienced crew to new/less experienced skippers
 - iii. Assign new folks to sail with experienced Skippers and Crew who will be welcoming and encouraging.

6. Go sailing, and HAVE FUN! Thank you for your volunteerism