

ASC General volunteers (WHITE name tags) knowledge and skills (All ASC volunteers need to know):

- 1.1 Learn sailing EECs (Essential Eligibility Criteria). On ASC website under Volunteer Training and Resources.
- 1.2 Learn sailing volunteer Guidelines and Responsibilities. On ASC website.
- 1.3 Watch the ASC Zoom video on volunteer policies. The link is on the ASC website and bottom of this page.
- 1.4 Learn how to greet and assess participants. Listen to participant's needs, concerns, and goals.
- 1.5 Sign in/register participants (volunteers also need to sign in and have a current liability waiver)
- 1.6 Learn shed layout and contents. Keep contents clean and organized. Secure sheds when done.
- 1.7 Learn Life Jacket/PFD types and weight ranges. Ensure correct size. Inspect for damage.
- 1.8 Learn how to fit, adjust, check, and recheck a Life Jacket (Participants often loosen Life Jackets).
- 1.9 Learn safe Board storage and setup (location, secure from wind, correct type of markers, eraser)
- 1.10 Learn Board data & placement (what information/where, boat, participant/volunteer names, etc.)
- 1.11 Learn importance of keeping attended and up-to-date. Have a marine radio on hand at all times.
- 1.12 Learn how to set up, take down, and store the auxiliary marine radio antennae.
- 1.13 Coordinate participants (Keep participants away from launch area until skipper/crew are ready).
- 1.14 Monitor safety (scan for unsafe conditions, not wearing Life Jackets near water, other behavior).
- 1.15 Learn how to assist a participant into and out of a sailboat (including how to get to the boat).
- 1.16 Maintain/update sailing event/participant log/notes.
- 1.17 ASC Marine Radio endorsement. All sailing volunteers should obtain their Marine Radio endorsement.

ASC sailing SHORE HELP volunteers (Level 1 YELLOW name tags) skills and knowledge:

- 2.1 Learn Shore Help Glossary. This will be a learn-as-you-go mixed in with hands-on.
- 2.2 Learn common sailing knots listed in ASC sailing knots guide. We use the Bowline most often.
- 2.3 Learn boat and gear organization and proper handling (don't fold/put away wet sails/break battens)
- 2.4 Learn and can perform the items on the "ASC Sailing On-Shore Checklist" (available on ASC website)
- 2.5 Learn how to move, launch, and pull-out boats safely without injury to yourself or others.
- 2.6 Learn how to move, launch, pull-out, and handle boats without damage to boats and dollies.
- 2.7 Learn how to use the Electric Winch safely and without damage to the winch.
- 2.8 Learn how secure/beach/moor/anchor a sailboat safely between sailings
- 2.9 Learn participant adaptations. Listen to participant's needs, work with skipper/crew on solutions.

Zoom video link for all ASC volunteers to watch regarding volunteering policies:

<https://us02web.zoom.us/rec/share/nlKt77N2K1IfHS4diTSIMGuvmlX-7mMYYNi1hozi3mRuojDsbGI1rjOwk4w-tf50.tS5DCJSz3GwEeDc3>