



# US SAILING RACE MANAGEMENT SEMINAR



## 2012 AREA J

### THE SEMINAR AND WHO IT'S FOR

These seminars are sponsored by the US SAILING Race Management Committee and US SAILING Area J. The one-day basic seminar is designed for people with some race committee (RC) experience, and newcomers, who wish to become certified under US SAILING's race officer certification program as a US SAILING Club Race Officer. The Advanced seminar provides for a more in depth review of race management.

### WHAT TO EXPECT

The topics covered include: RC objectives, RC responsibilities, sailing instructions, RC jobs, RC equipment, setting the course, starting system, starting penalties, before the start, during the race, finishing, scoring and advertising & eligibility. The two day Advanced Seminar covers the same and additional material.

### HOW TO PREPARE

You will need your own copy of the Racing Rules of Sailing ("RRS"). Review the material listed in the "Preparing for the Seminar" section in the attached letter. Race Officer Certification Tests will be given at the end of the seminars.

The US Sailing website has details of the requirements to be certified as a Club, Regional or National Race Officer.

### THE DAY'S SCHEDULE

- 0800 Registration
- 0830 Seminar begins
- 1200 Lunch (available for purchase at club galley)
- 1645 Test
- 1715 Test debriefing
- 1730 Seminar concludes

### SEMINAR FEES

You can [register](#) on the US SAILING web site. Cost of the seminar and exam is as follows:

- Basic Seminar - \$20 for US SAILING members.
- Advanced Seminar - \$30 for US SAILING members.

Cost of the workshop and exam is payable to Mark Townsend at the seminar. This includes handout materials, and exam processing. Lunch will be available at the clubs snack bar with use of a credit card or cash.

### ADDITIONAL REGISTRATION REQUIRED

For additional information, contact Area "J" Race Officer Mark Townsend, (562) 433-4366 (Home) or [s\\_mark\\_townsend@hotmail.com](mailto:s_mark_townsend@hotmail.com) (email)

Dates	Event	Location	Contact	Phone
1/21/12	Basic Race Management Seminar (1-day)	Bahia Corinthian Y.C. 1601 Bayside Drive Corona del Mar CA 92625	Paul DeCapua <a href="mailto:paul.decapua@cox.net">paul.decapua@cox.net</a>	(949) 644-9530
1/28/12	Basic Race Management Seminar (1-day)	Santa Barbara Y.C. 130 Harbor Way Santa Barbara, CA 93109	Brad Schaupter <a href="mailto:racing@sbyc.org">racing@sbyc.org</a>	(805) 965-8112
2/25/12	Basic Race Management Seminar (1-day)	King Harbor Y.C. 280 Yacht Club Way Redondo Beach, CA 90277	April Pitcairn <a href="mailto:blue.pacific@verizon.net">blue.pacific@verizon.net</a>	(310) 376-2459
3/10/12	Basic Race Management Seminar (1-day)	Silver Gate Y.C. 2091 Shelter Island Drive San Diego, CA 92106	Terry Brothers <a href="mailto:brothers.terry@gmail.com">brothers.terry@gmail.com</a>	(619) 222-1214
3/18/12	Basic Race Management Seminar (1-day)	Shoreline Y. C. 386 East Shoreline Drive Long Beach, CA 90802	Stephen Ashley <a href="mailto:syrcracechair@yahoo.com">syrcracechair@yahoo.com</a>	(562) 435-4093
Sept 2012	Advanced Race Management Seminar (2-day)	San Diego Y.C. 1011 Anchorage Lane San Diego, CA 92106	Jeff Johnson <a href="mailto:sailing@sdydc.org">sailing@sdydc.org</a>	(619) 221-8400



# US SAILING RACE MANAGEMENT SEMINAR



## 2012 AREA J

Dear Seminar Participant:

Thank you for registering for one of the upcoming Race Management Seminar. Registration begins at 0800, and the program starts promptly at 0815 with introductions. You will also need to bring cash or check made payable to Mark Townsend

- One Day – \$20.
- Two Day – \$30.

US SAILING membership is required to attend this workshop, a special introductory first year membership is available for workshop attendees who are not yet members for \$45.00. [Special Introductory Membership Application](#).

### PREPARING FOR THE SEMINAR:

In order to prepare properly for the seminar, you should answer all of the Study Questions, and provide rules citations for your answers. Guidance for answering most of them can be found in [The Racing Rules of Sailing - including 2010 Changes](#), including the [2009-2012 US SAILING Prescriptions to the Racing Rules of Sailing](#). A few will require reference to the [US SAILING Race Management Handbook](#).

- Review the “Materials Required for Seminars” available from the US Sailing Website. [http://raceadmin.ussailing.org/Race\\_Officers/CertificationTraining/Race\\_Officer\\_Seminars.htm](http://raceadmin.ussailing.org/Race_Officers/CertificationTraining/Race_Officer_Seminars.htm)
- Complete the seminar study questions.
  - One Day Basic Race Management Study Questions link: [http://raceadmin.ussailing.org/Assets/Race+Admin/Race+Officers/Documents/PDF/RM+S+Study+Questions-One\\_Day\\_Seminar.pdf](http://raceadmin.ussailing.org/Assets/Race+Admin/Race+Officers/Documents/PDF/RM+S+Study+Questions-One_Day_Seminar.pdf)
  - Two Day Advanced Race Management Study questions link: <http://raceadmin.ussailing.org/Assets/Race+Admin/Race+Officers/Documents/PDF/RM+STUDY-Adv.pdf>
- Review the Racing Rules of Sailing. Pay particular attention rules in the following sections:
  - Part 3 Conduct of a Race
  - Part 6 Entry and Qualification
  - Part 7 Race Organization
  - Appendix A Scoring
  - Appendix J Notice of Race and Sailing Instructions
  - Appendix K Notice of Race Guide
  - Appendix L Sailing Instructions Guide
  - Definitions
  - Race Signals
- Recommend that one day basic race management participants briefly review the [US SAILING Race Management Handbook](#), two day basic race management participants should perform a more in depth review of the manual as several of the questions in the test will be based on information and concepts covered in the [US SAILING Race Management Handbook](#).



## US SAILING RACE MANAGEMENT SEMINAR



### 2012 AREA J

#### PLEASE BRING TO THE SEMINAR:

- A copy of [\*The Racing Rules of Sailing - including 2010 Changes\*](#), including the [\*2009-2012 US SAILING Prescriptions to the Racing Rules of Sailing\*](#);
- your own pencils and paper;
- your answers to the true/false Study Questions and rules references;

Taking a test is optional. However, in order to be certified as a Club Race Officer, you are required to attend a complete one day seminar, and to achieve a passing grade of 80%.

In addition to attending an approved seminar and passing the test, there are other qualifications for each level of certification. These will be discussed at the seminar, and are available on the US SAILING web site [www.ussailing.org/racemgt/Race\\_Officer\\_Prog/](http://www.ussailing.org/racemgt/Race_Officer_Prog/).

#### USEFUL LINKS

- [Special Introductory Membership application](#)
- [Materials Required for Attending a Seminar](#)
- [The Racing Rules of Sailing - including 2010 Changes](#)
- [2009-2012 US SAILING Prescriptions to the Racing Rules of Sailing](#)
- [US SAILING Race Management Handbook](#)
- [US SAILING Judges Manual](#)
- [US SAILING Appeals](#)
- [ISAF Case Book](#)