

# *Yachting New Zealand Club Conference 2020*





Welcome from board chair  
Greg Knowles

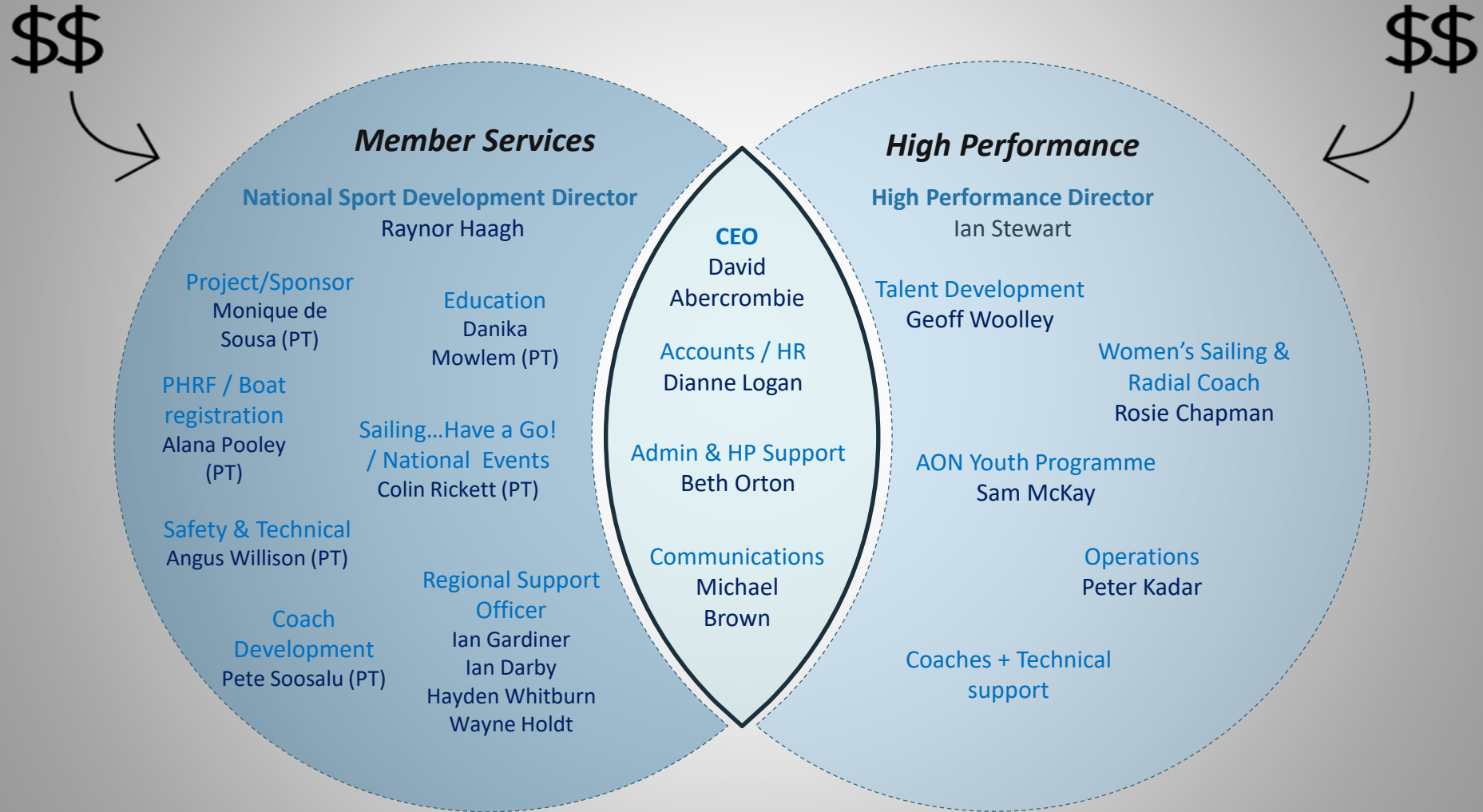




Welcome from CEO  
David Abercrombie



# Yachting New Zealand Structure

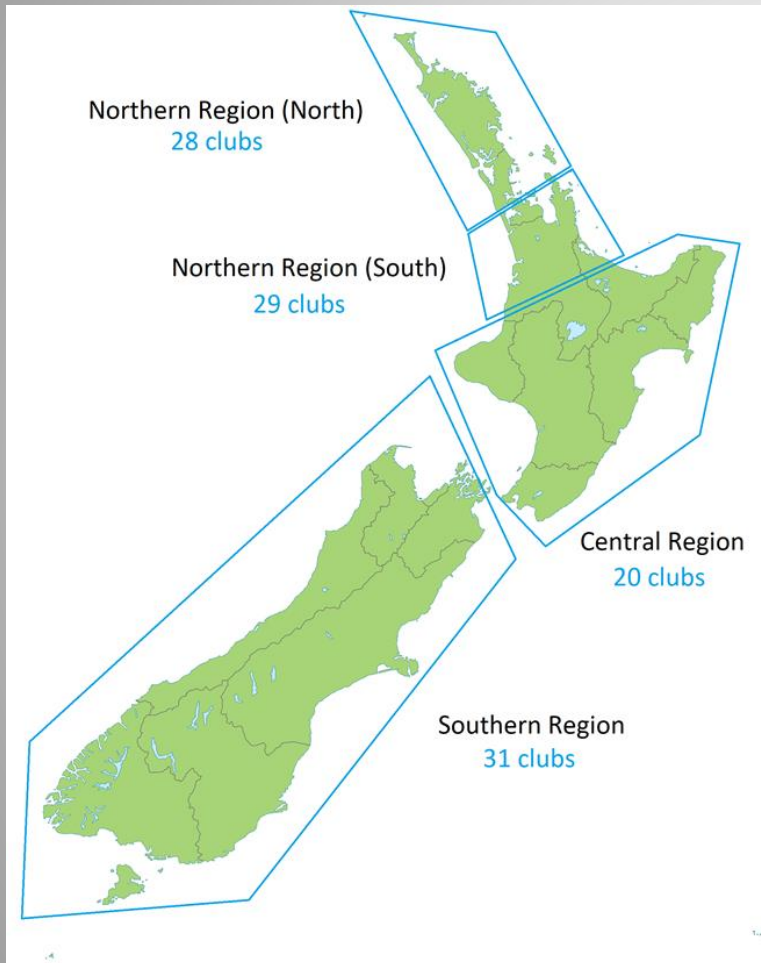




# Yachting New Zealand tools to support clubs







## Regional support officers

- **Connectors**
  - between you and Yachting New Zealand
  - wider community (other clubs, RSTs, Sport NZ, council, schools, funders)
- **Advice & support in areas of sailing technical expertise**
  - programmes, race officials, coaching, safety, inclusive sailing
- **Committee support**
  - health & safety / MOSS
  - committee structure / roles
  - club strategy
  - Funding
  - Advocacy

# *Some examples of what RSOs do to support clubs*



## **Health & Safety**

- Inspect safety boats for MOSS exemption
- Assist with presenting MOSS documentation to MNZ
- Provide health & safety support and advice
- Organise rescue boat courses

## **Participation**

- Review club sailing instructions
- Attend regattas as volunteers
- Schedule and organise new regattas
- Provide support and resources for junior sailing programmes
- Support Sailability programmes and inclusive sailing

## **Education**

- Host monthly head coach forums
- Schedule and coordinate resources for instructor courses
- Work with coach developers on new LTS courses
- Work with race officials to coordinate calendars

## **Connections**

- Attend sailing community and association meetings
- Attend club prizegivings and AGMs
- Connect college sport into sailing club calendars
- Work with class associations to promote classes
- Contact local schools to engage with sailing clubs

## **Advocacy**

- Assist with council mediation lease agreements
- Provide support letters for funding requests
- Child protection policies



## **YNZ Club Manual**

- On our website
- Living resource with relevant information that can help you and your club
- Includes:
  - Resources for clubs
  - Club risk management
  - Race officiating & running events
  - YNZ sailing programmes
  - Inclusive sailing
  - Coaching
  - Handicaps & ratings
  - Advocacy
  - Communication & media
  - Good practice ideas
  - About YNZ

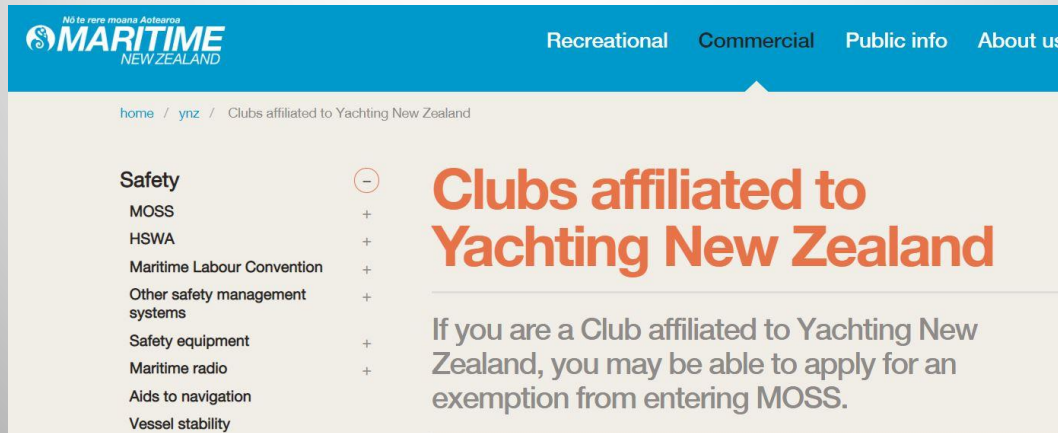


## Yachting New Zealand Rescue Boat Safety System

MOSS exemption - for clubs who pay coaches or people to drive ribs

Safety system templates can also be used as best practice guidance for clubs and to train volunteers:

- H&S - risk registers, emergency plans
- Rescue skipper training template – launching, retrieving, towing, coming alongside, rescue etc.
- Safety equipment lists

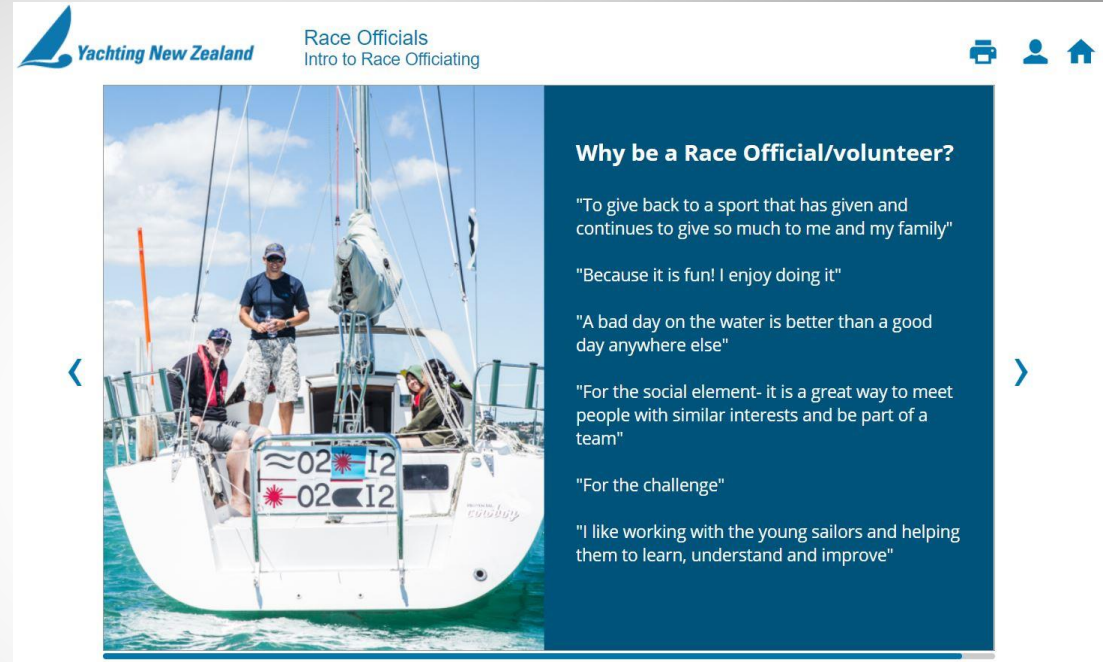


The screenshot shows the Maritime New Zealand website. The header includes the logo 'MARITIME NEW ZEALAND' and navigation links: 'Recreational', 'Commercial', 'Public info', and 'About us'. Below the header, a breadcrumb trail reads 'home / ynz / Clubs affiliated to Yachting New Zealand'. On the left, a 'Safety' menu is expanded, showing a list of items with plus signs: 'MOSS', 'HSWA', 'Maritime Labour Convention', 'Other safety management systems', 'Safety equipment', 'Maritime radio', 'Aids to navigation', and 'Vessel stability'. The main content area features the title 'Clubs affiliated to Yachting New Zealand' in large orange text, followed by a paragraph: 'If you are a Club affiliated to Yachting New Zealand, you may be able to apply for an exemption from entering MOSS.'



## Embark

- online learning platform
- Cost effective training
- Nationwide reach
- Self-led learning
- Coaching & race official training
- Long term to include training for sailors & clubs







## **Race official/volunteer training on Embark**

*Intro to Race Officiating:*  
basics around yacht racing –  
flags & rules

*Club Race Officer Course:*  
training to run successful club  
racing

In coming year there will be rules, judging  
and umpiring online resource & training



## **Coach Development**

- Upskilling for coaches, parents, volunteers on Embark
  - Learn to sail coach course
  - Race coach course
- Resources for coaches
  - Learn to sail booklets L1-3
  - Sailing games book
  - World Sailing sustainability education programme
  - YNZ website coaching resource page – videos, lesson plan examples etc.







## **Enhancing connection & community**

YNZ race officers

YNZ judges

YNZ umpires

YNZ coaches

- National and regional conferences
- Social media connection
- Training / upskilling opportunities

## Volunteers & retention

Having an enjoyable and safe club environment and good, clear communication are essential

- Ask people why they are motivated to help
- Invite people to help or be involved, offer to train/upskill
- Acknowledgement
- Co-design
- Ideas





## **Volunteers & retention cont.**

- Club challenges – wanting to introduce new volunteers
- New parent's / member's perspective when joining a club
- Effects on the club and sustainability
- Retaining club's intellectual property
- Keeping club's information current and meaningful
- Highlight the club expectations – rosters – job descriptions

## **Make your own club manual**

- Example from a club's manual
- Clear, concise and achievable for a new volunteer

### **Racing Secretary.**

- To keep the minutes and correspondence of the Sailing Committee.
- Administration tasks as required by the sailing committee.
- Member of the Sailing Committee.

### **Health and Safety Officer.**

- To establish and maintain robust mechanisms for the review of the Club's health and safety issues in accordance with statutory regulations.

### **Learn to Sail Coordinator.**

- Organizes the Clubs Learn to Sail courses.
- Organises assistant coaches and helpers for LTS courses and Have a go Programs.
- Keeps in contact with graduates with the aim of converting to club members.
- Responsible for the club's Rainbow yacht allocations.
- Liaison with the Club coach in regards to running the courses.
- Member of the Sailing Committee.



## Make your own club manual

Centralise the club information and make it available – H&S, programmes, committee information (e.g. G suite for non-profits)

### **QCYC Club Manual**

Please remember these are "Live" documents and are evolving.

[CM000](#) QCYC Club Manual.

[CM001](#) Club Etiquette and Code of Conduct.

[CM002](#) How to use the Boat Shed.

[CM003](#) How to be a good QCYC Parent.

[CM004](#) How to be a great QCYC Official.

[CM005](#) How do I run the Kitchen.

[CM006](#) How do I run the Start Box.

[CM007](#) How do I be a Race Officer.

# Questions





***We thank you for joining us***



***Next Club Conference webinar Wednesday 19<sup>th</sup> August 7pm***

***Value of your club***

Do you know who your members are and the value proposition you offer?

Insights and how to use them - Jack Lane from Sport New Zealand

Communication tools and ideas to help promote your club