**Race Officer Competencies**

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Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reviewer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Physical Attributes

* Sufficient eyesight and hearing
* Health & physical capacity to perform duties on the water

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Technical Knowledge

**Knowledge of Racing Rules of Sailing**

1. Basic understanding of rules
2. Moderate knowledge, occasionally references rules
3. Advanced understanding, rarely needs references
4. Expert, interprets and applies rules in complex situations

**Ability to set courses manually or using tools available**

1. Limited ability to set courses
2. Can set courses with guidance
3. Competent in setting and adjusting courses independently
4. Exceptional skill in course setting and adjustments

**Knowledge of race management policies & procedures**

1. Basic understanding
2. Moderate knowledge
3. Advanced knowledge
4. Expert, capable of instructing others

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Planning, Coordination, Communication & Listening Skills

**Event planning and communications**

1. Inadequate planning and communication with stakeholders
2. Basic planning and communication, lacking thoroughness and timeliness.
3. Effective planning and communication with timely and clear information to stakeholders.
4. Exemplary planning and proactive communication, engaging stakeholders comprehensively.

**Race day communications.**   
Keeping all informed on VHF throughout the day of intentions, warning signal times, clear starts, number of starters, course changes, postponement or abandonment.

1. Ineffective race day communication, leading to confusion and delays.
2. Somewhat effective communications, but often missing important details or timing.
3. Good communications with clear and timely updates, ensuring most details are covered.
4. Outstanding communications with precise, timely updates, ensuring smooth coordination.

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Education – progressing self and others

1. Will undergo training if prompted
2. Willingness to learn, open to receiving feedback, seeks learning and training opportunities
3. Actively contributes to developing the team and individuals

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Behaviours / Attitudes / Patience & Calmness

**Respect and Team Building**

1. Shows basic respect, occasionally acknowledges own mistakes when prompted.
2. Consistently treats others with respect, owns up to mistakes proactively.
3. Demonstrates respect, no blame attitude, fosters trust and respect within the team.
4. Embodies and promotes a culture of respect, effectively builds a high-trust, team environment.

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Safety Management

**Planning / Monitoring / Communicating**

1. Basic awareness of safety protocols
2. Implements safety protocols effectively
3. Advanced knowledge, proactive in ensuring safety
4. Expert, anticipates and mitigates safety risks comprehensively

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Decision Making Abilities / Problem solving skills (Under pressure)

**Finds an acceptable balance between a perfect course and getting sailing**

1. Struggles to balance ideal conditions and timely action, leading to delays.
2. Occasionally balances ideal conditions and timely action but not always effectively.
3. Generally, balances ideal conditions and timely action effectively.
4. Consistently finds an optimal balance between ideal conditions and timely action.

**Adapts to changing conditions**

1. Difficulty adapting to changing conditions, resulting in ineffective decisions.
2. Somewhat adapts but struggles with timely decisions.
3. Adapts well, making sound decisions with some inputs
4. Highly adaptable, making effective and timely decisions.

**Keeps calm and focussed in pressure situations & communicates with the team**

1. Easily flustered under pressure, causing poor communication and focus.
2. Stays relatively calm under pressure but may have lapses in focus and communication.
3. Maintains calmness and focus, communicating clearly with the team.
4. Remains exceptionally calm and focused, providing clear and effective communication.

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Attention to detail

**Documentation**

1. Needs guidance to complete documentation
2. Completes documentation with some errors/omissions
3. Accurately prepares and completes all pre-race and race day documentation
4. Highly accurate documentation, trains/guides others.

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Fairness and Impartiality

1. Declares any conflicts of interest
2. Maintains a professional but amicable distance from the sailors
3. Considers all sailors and fleets when making decisions

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Other Sense of humour!