## **Vice Captain - Women**

## Roles and Responsibilities

- Support the Club Captain
- Ensure that Masters, Senior and Development Women's rowing is coordinated
- Ensure that recreational rowing is managed.
- Ensure that the land training programme is managed

## Key Activities

- Organise the Masters, Senior and Development women members into squads/crews to ensure that all reach their potential.
- Work with the Captain to allocate equipment for crews.
- Support the Captain in submission of entries to Regattas and Heads that have been approved and checked and entered on time.
- Ensure that the all women have appropriate boat and land-training programmes.
- Assist the Captain and Regatta Secretary in organising Club Regattas and Head races and sourcing volunteers to assist at the Events.
- Encourage all participants and volunteers to maintain equipment to the required standard, seeking suitable training where appropriate.
- Assist the Captain to match equipment to participant's needs and ability levels.
- Canvas members' opinion and forward these to the committee where appropriate.
- Ensure any safety concerns are reported to the safety officer.
- Ensure any accidents witnessed or heard about are correctly reported.
- Ensure the club rules and bye-laws are abided by.
- Ensure welfare issues are reported to the Welfare Officer