

## NWJTT Volunteers and Officials

Radio	Division 1	Division 2	Division 3
Race Time	08:45	10:30	13:00
<b>HOR Chair ("Head")</b>	1	Stuart Murray	
NWJTT Volunteer co-ordinator		Kayte Parlevliet	
<b>Entries Secretary</b>		Paul Jackson, QPC Volunteer	
Chair of Race Committee (R) & Co-ordinating Umpire ("Control")	2	Paul Jackson	
Chief Marshal	3	Kev Jump (NRC)	
Chief Timekeeper	4	Paul Jackson	
Results processing ("Results")	5	Stuart Murray	
Safety Advisor (R) ("Safety")	6	Nathan Jump (NRC)	
Launch Manager		Stuart Murray	
Welfare Officer	7	Val Edwards (KCH)	
First Aider	8	Helen Gillies(KCH)	
Northwich RC Contact / Liaison		Graham Jump (NRC)	
<b>CAR PARK &amp; REGISTRATIONS</b>			
Car Park (SJD Entrance)	Danny Bryce-Smith (QPC)	Colin Ratcliffe (GRN)	Agecroft
Car park trailer area (#1)	Grange	Trentham	N/A
Car park trailer area (#2)	Royal Chester	Lancaster	N/A
Club Car Park (coned area for reserved parking)	Ted Lord (AGE)	Ian Warren (QPC)	N/A
Rubbish Collocation around SJD car parks	Everyone	Everyone	Everyone
Northwich Clubhouse and Boathouse changing areas and toilets	Val Edwards	Val Edwards	Val Edwards
Registration/Weighing coxes/Medals Desk (#1) ("Entries")	Queen's Park Chester		
<b>Boating</b>			
Head of Control Commission	9	Fran Heald	Aidan Hunt
Control Commission		Rebecca Dean	Jess Kemp
Boating Stage Crew (#1)		Charlie Ford (QPC)	Leon Langmead (GRN)
Boating Stage Crew (#2)		Tom Bamber (QPC)	Trentham
Boating Stage Crew (#3)		Oliver Harris (GRO)	Ted Lord (AGE)
<b>Start Team</b>			
Start Marshal (R) (3)		Kev Jump (NRC)	Kev Jump (NRC)
Buddy		(NRC volunteer)	(NRC volunteer)
Bank Marshal #1		Phil Geran (LIV)	Jason Welch (TRF)
Bank Marshal #2		Gareth Pickering (NST)	Janet Stanhope (WTN)
Starter (R)	10	Wendy Moran	Anthony Taylor
Start Team Lead & rowTIME #1 (R)	11	Matt Holmes	Fran Heald
rowTIME Start #2		Donna King	Rebecca Dean
rowTIME Start #3		Kerry Brierley (AGE)	Andrew Leighton (NST)
Spotter and Order Recorder #1		Harriet Baybutt-Scull (MTS)	Oliver Harris (GRO)
<b>Course Umpires/Monitors</b>			
Monitor 1 (Blue bridge to Old regatta post)(R)	12	Jonathon Roberts	Wendy Moran
Monitor 2 (Old regatta Post <- entrance to narrows) (R)	13	Andy Greenwell	Jonathon Roberts
Position 3 ("Narrows") - Safety Launch (R)	12	Andy Butterworth (RUN)	Andy Butterworth (RUN)
Launch buddy		Gareth Ireland (GRN)	Libby Akerman (MTS)
Monitor 4 (@Narrows) (R)	14	Heidi Hackett / Jess Kemp	Roger Heise
Monitor 5 (@Opposite Boatyard) (R)	15	Roger Heise	Andy Greenwell
Monitor 6 (@tin fence) (R)	16	Rebecca Dean	Jess Kemp
<b>FinishTeam</b>			
Finish Umpire/Number spotter	18	Aidan Hunt	Aidan Hunt
Finish Team Lead & rowTIME #1 (R)	17	Fran Heald	Matt Holmes
rowTIME Finish #2		Paul Jackson	Phil Silk
rowTIME Finish #3		Helen Ireland (GRN)	Jeni Howard (LIV)
Now person		Chanene (QPC)	Kalyan Kurakula (WTN)
Independent Number recorder		Lorna Smith (TRF)	Gavin Jones (QPC)
Finish Marshal (R)	19	Nathan Jump (NRC)	Nathan Jump (NRC)
Launch Buddy		Janet Stanhope (WTN)	Zee Hardisty (QPC)
<b>LANDING STAGE CREW</b>			
Landing Stage Crew (#1)		Trentham	Kings
Landing Stage Crew (#2)		Trentham	Kings
Landing Stage Crew (#3)		Mersey	Lancaster
Officials Briefing (by "Control")	07:45	Report to "control" by 09:30	Report to "control" by 12:00
Safety / launch drivers briefing (by "Safety")	07:45	09:30	12:00
Coxes Meeting (By "Start Marshal")	07:50	09:35	12:05
Volunteer Briefing (by "Volunteer Coordinator")	07:50	09:35	12:05
Launches afloat (latest)	07:50	09:35	12:05
Boating Starts	08:00	09:45	12:15
Boating Complete	08:20	10:05	12:35
Start Team Assemble (top of boathouse !)	08:00	09:45	12:15
Finish Team Assemble (top of boathouse !)	08:15	10:00	12:30
Race Start	08:45	10:30	13:00

<<<< duties will start before this race time

(includes liaison with Lockkeeper; Brief the launc provide lockkeeper a radio

Needs to be qualified

Trailer parking open from 7.00 a.m. Gates open 7am - 1 person required at the entrance to inform trailers and cars where to go - ideal if all trailers in bottom car park  
 Trailer parking open from 7.00 a.m. 2 people required at the trailer park (if you know how many trailers the easier)  
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 from 0700/0715 1 person required (need to get cone for car park and have a list of names for reserved parking at club car park)  
 very important to clear up after last division many people needed  
 >> in morning signage need to be in place to direct competitors/volunteers/supporters; at end of day they need to be cleaned (not left in a mess for the school)

Set up and be ready from 07:15 hand out numbers to those that had paid; weigh coxes and provide weight certificate if cox or umpire asks; mark

>> Report to Head of Control Commission  
 >> Help crews Boat, ~ 5 to 8 crews per 5 mins  
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>> Report to Safety /launch drivers briefing  
 >> Report to Start Marshal - after Coxes Briefing (see times at bottom of rota)  
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 Div 1 volunteers to also take start sign and set up start area in consultation with Start Marshal (Kev Jump); LAST DIVISION team to bring sign/equipment back

>> see start team assemble time (at top of boathouse ! ) - (see times at bottom of rota)  
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needs to be qualified launch driving Report to Safety /launch drivers briefing ((see times at bottom of rota)  
 Needs to be a first aider Report to Safety /launch drivers briefing ((see times at bottom of rota)

Div 1 volunteers to also take FINISH sign and tape to set up finish area in consultation with Finish Team Lead; LAST DIVISION team to bring sign/equipment back

>> see finish team assemble time (at top of boathouse ! ) - (see times at bottom of rota)  
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>> Help crews land and clear the landing stage; take care.  
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RACE Committee: **Paul Jackson , Fran Heald, Anthony Tataylor, Aidan Hunt**

Officials briefing for Div 1 will take place at top of NRC Boathouse at time indicated above. Thereafter please report to "control".

Equipment will be at top of NRC Boathouse. Start and Finish teams assemble there at time indicated above.

There will be one safety launch on the course, at the boatyard/narrows.

There will be Marshals' launches at the Start and Finish for additional support. Marshalls will wear a HI-VIZ jacket.

There will be a roll call announced by 'Control' before each division to check all officials and safety Boats are in position - please ensure your radio is switched on.

In the event of a safety incident occurring MAINTAIN RADIO SILENCE unless you are directly involved in sorting out the incident.

Please be aware of the Emergency Procedure which has been sent to you.

Thank you for your assistance. I hope you have an enjoyable day.

Umpire/Monitor's Queries ref the Rota to "Race Chair" / "Control"

NRC volunteer Queries ref the Rota to Kayte