

Description of the Duties on the HISC Dutyman website

Below is a brief description of the duty roles available and includes some key points to note when choosing duties.

If you would like any assistance or advice, especially if you would like to try a duty type but you are not sure of skills required, please contact the Sailing Coordinator at sailing.coordinator@hisc.co.uk

For your HISC race duties see the [Dutyman pages here](#)

Race Officer

Responsible for all activities on the race course. An appropriate level of experience is required. Usually working on the Committee Boat but sometimes in the Race Box. The Race Officer on board a Committee Boat is the skipper, with all the responsibilities that entails. Where there is a Safety Officer or Safety Leader then responsibility for managing the safety fleet may be delegated.

Qualifications must be either PB2, Day Skipper or higher. Ideally also RYA VHF and First Aid

In absence of qualifications, a member may be declared Qualified by Experience (QBE) by a Flag Officer.

Assistant Race Officer (ARO)

Usually working on the Committee Boat, a Finish Boat or Pin-End Boat, but sometimes in the Race Box. Roles will include: signals, recording, and time-keeping. No special experience required for most team members, and a good way to get experience.

Assistant Race Officer & Committee Boat Driver (ARO/CB Driver)

Assistant Race Officer who will also be required to drive a Committee Boat, e.g. Lady G or Juno. Qualifications must be either PB2, Day Skipper, ICC or higher.

Mark Layer & Mark Layer Crew

Setting the course and laying/recovering/moving the race marks. An appropriate level of experience is required. Also drives a RIB, and will be expected to play a strong role in safety/rescue incidents. A job for confident drivers.

Qualifications must be minimum PB2. Skipper must be an adult.

Mark Layer Crew

Assisting the Mark Layer as crew in the same RIB. No specific experience required, but some RIB driving skills are very useful. A good way to get Mark Layer experience.

Safety Officer

Responsible for safety and rescue operations, delegated from the Race Officer. An appropriate level of experience is required. Sometimes an on-shore job where there are multiple courses, with Safety Leaders working on the water. Qualifications should be minimum PB2. Normally also HISC/RYA Safety boat, RYA VHF, and First Aid are expected.

Safety Leader Driver

Responsible for on-water leadership of the safety fleet. An appropriate level of experience is required. Also drives a RIB. If no Safety Officer then can be responsible for safety and rescue operations, delegated from the Race Officer. Qualifications must be minimum PB2. Normally also HISC/RYA Safety boat, RYA VHF and First Aid are expected.

Safety RIB Driver

Under close leadership of Safety Leader or Race Officer, so no special experience required but must be a competent RIB driver. May need to do some mark laying for club racing under direction of the Race Officer. RYA PB2 is required, and the HISC Safety boat course is strongly recommended.

Qualifications must be minimum PB2. Ideally also HISC/RYA Safety boat, RYA VHF and First Aid.

It should be clear who is the skipper of the RIB. Skipper must be an adult.

Safety Leader Crew

Assisting the Safety Leader as crew in same RIB. No specific experience required, but some RIB driving skills are very useful. A good way to get Safety Leader experience. RIB Crews should be dressed appropriately in case they need to enter the water.

Safety RIB Crew

Assisting the driver as crew in a RIB. No specific experience required, but some RIB driving skills very useful. A good way to increase experience in RIBs. RIB Crews should be dressed appropriately in case they need to enter the water.

Race Box

Oversees shore-side activities, collaborating with the Race Officer and Safety Officer/Leader. Vital in ensuring the safe return of all competitors. Requires a level of experience with strong radio communication skills; RYA VHF certification is typically expected. Join us in playing a crucial role in the safety and success of our events.

Registration, Tally & Shore

This role oversees event logistics, starting with competitor registration—greeting participants, confirming entries, and distributing packs. Responsibilities extend to tally issuing and collection, ensuring accountability before and after races. Collaborate closely with the Racebox team. You will be equipped with a Hi-Vis jacket and UHF radio. Occasionally assist with trolley management on the shore. Join us in ensuring smooth event operations and a positive experience for all participants.

To find out more about the Tally Team [Click Here](#)

Shore

Assisting Race Box or Beach Master. Usually involved with running a tally system, and spotting/recording competitors safely ashore. No special experience required, and a good way to get experience for Race Box or exposure to how an open meeting/championship functions.

May also involve moving trolleys on beach.
First Aid and RYA VHF would be a plus but not necessary.

Car Park Marshall

As a Car Park Marshall, your role is to welcome members and guests, guiding them to parking spaces for cars and boats. Reporting to the duty manager, you'll receive daily tasks. Expect to be outdoors, on your feet, with an early start and finish. Boat skills are not required. Volunteers will be provided with a Hi-Vis jacket and a UHF radio for effective communication. Join us in ensuring a positive experience for all at the club.

For more information or queries, [contact the Sailing Coordinator.](#)