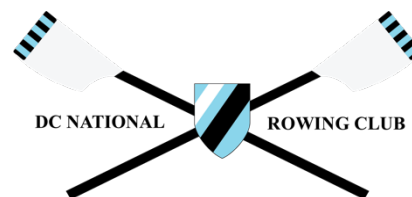


Regatta Hosting



Regatta Host Chair – 1 person (or 2 people for larger events)

The Host Chair is the go-to person for the day of the Regatta. Ideally, someone who's done this before.

Key tasks:

1. Ensure that the Host Committee hits all the logistical points.
2. Check with Chuckwagon Coordinator to see what supplies are available already.
3. Coordinate breakfast, set up, and take down with the Committee once schedule is known.
4. Decide with the Committee what foods beyond breakfast will be purchased or donated, taking into account what has been offered through Sign Up Genius.
5. After the regatta communicate to Chuckwagon Coordinator any equipment that was taken for drying/cleaning and any supplies that need to be replenished by the next Host Chair.

Regatta Host Committee – minimum 4 people, 6 people for two-day events

The super team that sets up & takes down the tent and serves breakfast. The Host Committee is an all day job. It starts in the **early morning** – you set up for the first kids out there – often 6:00 or 6:30 AM. You stay until the end and take down the tent and load up the chuck wagon.

Chuck Wagon Driver

This superhero hooks up the chuck wagon up to their car/SUV and tows it to and from the regatta site. Hooking up and driving the chuck wagon is a job unto itself.

Key tasks all other members:

1. Provide breakfast at away regattas: always at the tent, also sometimes to go bags at the hotel.
2. Fill cold and hot water dispensers first thing in the morning, get fresh ice to the tent (as needed) and ensure there is coffee on hand (you can make it, call hotel to arrange, or grab to-go boxes at Starbucks or DD)
3. Set up breakfast
4. Coordinate snacks and lunches (either by collecting funds and purchasing items or setting up a sign up for other parents to bring food)

Typical Breakfast Menu:

- ◆ Approximately 4 dozen bagels (MUST be pre-sliced)
- ◆ 4 containers of cream cheese (rule of thumb: 8 ounces per dozen bagels)
- ◆ Large containers of Peanut Butter and Nutella (check quantities on hand in the chuckwagon)
- ◆ 25 apples and 30 easy peel oranges
- ◆ 30 ripe bananas
- ◆ At least 40 protein bars (check chuck wagon for quantities on hand)
- ◆ 30 Oatmeal packets (check trailer first for quantities on hand, fewer in hot weather)
- ◆ Egg sandwiches and grilled cheese sandwiches – generally made at home and transported in foil trays to warm on site
- ◆ Any other lean protein and carbohydrate food items you'd like to add (NOT donuts). Fruit snacks and granola bars are popular, so are cheese sticks and nuts
- ◆ Disposable water bottles should NOT be necessary. We have jugs of water for the rowers to refill from and a few extra reusable bottles/paper cups if someone forgets theirs.

Be conscious of dietary needs – we have several rowers who are vegetarian and gluten free and labeling nut ingredients in things not sealed is important. For out of town regattas, it is sometimes possible to arrange in advance to fill hot water thermoses, coffee, or ice from their kitchen. Most items are bought and brought from home, sometimes we arrange food to be picked up for out of town regattas via local grocery stores or restaurants.

Tent set up takes about 30 minutes in the morning. If the chuck wagon is already in place then the driver will drop a google map pin to take you to it. If it's first come, first served then plan to be early. The small tent takes 2 – 4 people to set up and the large tent takes 4 – 6 people. Put up the flag as soon as the tent is up so teammates can find us easily.

Once the tents are up, tables go up with water jug, hot water, coffee, cocoa, tea, paper goods, utensils, and other foods for breakfast – the kids who race early will come back hungry and parents will be more helpful when the coffee is out!

Lunch items are set out around 11am, store items in bins under the tables until then.

Typical lunch items:

These are more varied and somewhat depending on the location, and whether you have folks who want to cook at home. For local regattas, it's easier for more parents to make and bring food:

- ◆ Sandwiches (try to have options for a variety of diets – vegetarian, kosher-style, GF)
- ◆ Chili brought hot in a crock pot can stay warm for awhile
- ◆ Salads – vegetable heavy salads are a good option for vegetarian & GF folks, just be sure you know if your dressing is GF
- ◆ Pre-made kebabs that can be either warmed on the grill or served at temperature

As the host committee it is your choice whether to ask for all donated lunch items or to ask for monetary contributions and purchase the full menu. There are always some families who have a strong preference – let anyone who wants to cook and bring food do so, and an extra contribution to the food fund is always helpful. At the Camden/Cherry Hill location there is a Wegmans nearby that can prepare reasonably priced platters for pick up. Be aware that everything Wegmans provides is cold, very cold! Don't get dinner items like chicken breasts unless you can reheat them on the grill. Carry out spots like Panera are also an option for lunch, just know that you have to raise the \$ to cover carry out food.

Clean up!

Just as the rowers have to stay until the boats are on the trailer, the host committee has to stay until the last race has ended and those rowers have had a chance to eat. Rowers are asked not to eat 2 hours prior to rowing, so after their races they are hungry. If for some reason the group has to begin cleaning up early, let the rowers and coxswain know in advance so they can set aside food for after their race. It takes as many people to take down the tent as it takes to set up the tents, the good news is other parents often are around to help get the clean-up started. It's all about team work!!

Do not take any trash away in the chuck wagon – please dispose of the trash properly on site.

If there are wet tents, tarps, or other equipment, it is the Host Committee's job to take them out of the chuck wagon, dry them at home overnight, and return them to the chuck wagon promptly, so they are

ready to go (and not covered in mildew) for the next Regatta. Host Chair must know where all items are and confirm items are back in the chuck wagon for the next Regatta – that’s often only a week away, so turn around is quick!!

Additional helpful information for new families

Regattas are all day affairs – starting as early as 6AM and running through 3 or 4 in the afternoon. Once the line ups are announced, your rower will know what time they need to be on site. **If you are on the Host Committee you are expected on site with the coxswains regardless of when your rower is racing.** Team work – either bring your rower early to help out or have him/her carpool with someone else in their boat. **Punctuality is key, coordination is how our “team boat” moves forward.**

For out of town regattas, such as Schuylkill or Frostbite, there is a team bus that leaves from CHS and the rowers and coxswains stay together at a hotel the night before. It’s great for team bonding. Parents can book rooms at the same hotel the kids are at, and for Host families that is strongly suggested – you will have to be onsite very early, leaving from the Potomac area to be in Camden at 6:00AM is a lot of pre-dawn driving. It’s also great additional time to bond with team parents and coaches.

Most regattas have websites with information about the race and logistics such as maps and parking areas. At larger regattas expect to park farther away and take a shuttle bus to the site. Cars carrying supplies/equipment can often pull up closer, but if you’re on the Host Committee be sure to check with the regatta website to clarify that.