



Greater Chicago Dragon Boat Club Roles and Responsibilities 2020

Document is under review by Board. Revised version will be sent out at the beginning of 2020.

A. Club Board

1. Allow team autonomy in choosing their mission statement, race schedule, coaching strategy, training, off season conditioning and events.
2. Approve practice schedule with each team's input and coaching staff recommendations.
3. Encourage all club members to attend winter workout as recommended by coaching staff.

B. Team Captain

1. Register team for racing events after schedule has been finalized by members. Keep members informed of race logistics.
2. Assure the minimum number of paddlers for practice and keep coach and members informed of any schedule changes.
3. Schedule an annual meeting during October/November of each year.
4. Facilitate the crafting/review/revision of team mission statement.
5. Plan and post race schedule by January 15 after input from membership to allow members to plan.
6. Keep members informed of sign up deadlines and other racing guidelines.
7. Give paid members priority for paddling on racing events if they meet sign up deadlines and other racing guidelines. Will avoid cross rostering.
8. May recruit from another club or outside team to complete a race roster after signup deadline has expired or to assure a minimum number of required paddlers based on gender.
9. Post team winter workout plans with input from members. All Club members are encouraged to attend some winter workout.
10. Solicit volunteers and facilitate assignment/election of team leadership.
11. Inform team members of any paddling opportunity not in conflict with the team's race schedule.
12. Assure team representation at board meetings by attending and encouraging members to attend.
13. Maintain Teamsnap/club communication



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C. Coaches

1. Discuss and approve any movements of paddlers between club teams, permanent or temporary. This includes paddling on any outside team for a race. Coaches of both teams must agree to the move.
2. Any disagreement will be discussed with the head coach. The decision by the head coach will be final. Teams are encouraged to work together towards a common vision and goal.
3. Decision will be communicated to paddler by their team Coach.
4. Inform members of paddling opportunities not in conflict with the team's race schedule.
5. Plan team practice and assure coverage if not available.
6. Inform team captain/coach before approaching an individual paddler who is not on your team.
7. If you require tryouts, it must be held by May 31st. Results must be posted and members notified of results no later than a week after tryout.

D. Paddler

1. Respond to team/club communication in a timely manner
2. Inform team captain /coach of intention to paddle for a team other than his/her GCDBC team.
3. Prioritize team race schedule before paddling for another team.
 - a. Exception
 1. If a team member organized a team to specifically participate in a certain race.
 2. If also a member of another team, paddler must communicate what races they will participate in by May 1st.
4. If a member is offered and accepts a seat with a team, he/she will stay with that team for the year.
5. Paddlers on premier or any club team not rostered for a race should not expect to be rostered by another club team by default.
6. Criteria for a seat on the premier team will be decided by team coach and decisions will be at coach's discretion.

F. Guidelines will be reviewed and revised as needed.