

## NATIONAL RACE OFFICER (NRO)

Effective June 30, 2020

### **Description**

- National Race Officer (NRO) is the highest of four levels of Sail Canada certification for Race Officers.
- An NRO is able to go anywhere in the country and serve as the principal race officer or race management consultant with any race committee to properly run any race or regatta, including national, continental and world championship events, utilizing a variety of race and course formats.
- This responsibility typically includes:
  - Working with an unfamiliar organizing authority and/or race management team for safe and successful 'on water' activities. You may also be involved in a supporting role on all official documents (e.g. Notice of Race).
  - Preparing Sailing Instructions.
  - Assigning personnel to operational roles on the water.
  - Starting and finishing races ('running Races') for a different group of competitors and/or boats in conditions different from those of his/her own home waters.
  - Ensure that scoring is correct and published soon after each race is completed.
- NROs must have a sufficient depth and breadth of experience and demonstrated leadership, teamwork and relationship skills to be able to go anywhere and manage any regatta likely to be held in that area.
- It is recommended that NROs become a Race Management Course Conductor or regularly assist the Race Management Course Conductor with presentations as the ARO and CRO Race Management seminars.
- NROs are encouraged to mentor junior race officials to ensure there is a strong cadre of race officials in the years to come.
- NROs need both technical and people skills to work successfully with a variety of volunteers, competitors and boats in a variety of conditions as venues vary widely within regions and around the country.

### **Certification**

- Certification as Sail Canada NRO is managed by Sail Canada Race Management Sub-Committee.
- Certification is valid for four years\*<sup>1</sup>.
- Certification requires the candidate to register, including accepting the Sail Canada Code of Conduct (Appendix E), through the Sail Canada database.



### **Prerequisites**

- A minimum of two years of experience as RRO.
- Accumulated the minimum number of points for RRO certification as defined in the **Sail Canada Race Certification Matrix**.
- Successful completion of the Sail Canada Advanced Race Management Course within four years prior to application\*<sup>3</sup>.
- Evidence of experience at different venues with varying racing conditions\*<sup>2</sup> and formats\*<sup>2</sup>.
- Have experience in all race committee jobs, including scoring.
- An 'on-the-water' assessment by peers and/or mentors who are certified at NRO, NJ or higher and Submission of an evaluation form prepared by said peer or mentor.
- Have a valid Criminal Background Check on file with Sail Canada.
- Have completion of valid Safe Sport training module on file with Sail Canada.
- It is required that Sail Canada has an image of the candidate's Pleasure Craft Operator Card (PCOC) and Restricted Operator Certificate (Maritime) (ROC (M)) on file. Equivalent or superior certifications will be accepted at the discretion of the RMSC.

### **Training Book requirements**

- Current Racing Rules of Sailing (Sail Canada version).
- Current edition of Sail Canada Race Management Reference Manual. (available online).
- Access to World Sailing Case Book, Sail Canada Appeals Book and World Sailing Q&A's Booklet as available on [www.sailing.ca](http://www.sailing.ca) and/or [www.sailing.org](http://www.sailing.org).

### **To complete your application these Supporting Documents are required**

- Record of successful completion of the Sail Canada Advanced Race Management Course with a mark of **90%** or greater\*<sup>6</sup>.
- For a regatta at which the applicant served as RO provide the following:
  - Sailing Instructions prepared by the applicant,
  - Any amendments to those Sailing Instructions,
  - Final regatta results
- A contact list, including names, telephone numbers and email addresses, of nationally certified officials, such as ROs, Judges and Umpires, who have served with the applicant during his/her time as an RRO. Reference forms will be sent by the RMSC to selected referees.
- Event Log listing regattas you have run or worked on, the courses you have taken and race management training seminars you have assisted with.
- The Sail Canada Race Officer Application form.
- A signed copy of Appendix E of the Sail Canada Code of Conduct.



### **Recertification**

- By the Sail Canada RMSC after evidence that the applicant’s Race Management activities are at least 50% at a level commensurate with their current certification level.
- Event Log listing regattas you have run or worked on, the courses you have taken and race management training seminars you have assisted with.
- Accumulated the minimum number of points for NRO recertifications defined in the **Sail Canada Race Certification Matrix**.
- Evidence of professional development activities undertaken by the candidate\*<sup>4</sup>.
- Attendance at the Sail Canada Advanced Race Management Course (or equivalent \*<sup>3</sup>) within past four years.
- Have a valid Criminal Background Check on file with Sail Canada.
- Have completion of valid Safe Sport training module on file with Sail Canada.
- Application to Sail Canada for re-certification on Sail Canada Race Officer Application Form.

### **What is the next level?**

The highest level is the International Race Office (IRO). If you are really serious about race management and aspire to be involved at the Olympics, Pan Am Games, OCR events or the America’s Cup, you want to be an IRO. An International Race Officer (IRO) is capable of planning and managing, as RO or PRO, the ‘on-the-water’ operations of national and international championships at the highest level of competence and professionalism.

