

THREE RIVERS ROWING
Team Captain's Manual



SUMMER ROWING LEAGUE

2018

WELCOME

Experienced and New Captains To the 22nd Annual Summer Rowing League!

At Three Rivers Rowing, we have committed ourselves to making the 2018 Summer Rowing Season the best one yet and we need your help. Your input is also part of the process of improvement, so please do not hesitate to contact us with any questions, suggestions, or concerns regarding this program.

Three Rivers Rowing
RowandPaddle@threeriversrowing.org

"It is essential to our well-being, and to our lives, that we play and enjoy life. Every single day do something that makes your heart sing."

~Marcia Wieder

Guidelines for 2018 Rowing Season

Team Requirements

- TRRA asks for 10 people to field a team, but each participating crew should field a team of at least 12 to 14 rowers to account for team member schedules. But the fee is per crew, so the more on your team, the cheaper it is for everyone!
- All team members must be 21 years of age or older.
- A swim test is required of all participants. Waivers for 2018 are needed as well, updated yearly. Swim tests only need to be done once (not every year).
- At least one member from each team must attend a safety meeting the week before their first session (crews doing both sessions only need to attend the meeting in May). Go to threeriversrowing.org/srl for dates and times for these meetings.
- Both outings on each night will be open to teams of any experience level. When making a roster, please indicate the skill level of each rower so coaches can be assigned to teams appropriately.

Team Captain Responsibilities

- Select team practice **day AND time. First-come-first-choice.** (6 teams/session max.) Registration opens on April 1, 2018. A \$100 non-refundable deposit must be paid to complete the registration. This fee will be applied to the final amount due before the first practice.
- Captains are responsible for setting their team's full-boat lineup prior to practice.
- Captains of incomplete crews should seek rowers from fellow captains prior to getting on the water – it may be that someone else has spares.
- Captains will oversee post-practice food prep and clean-up (organize their team to do so). A schedule will be made for taking turns on the grill.
- Captains are responsible for handing in **rosters, waivers** and **payments** by the first practice of each season. Fees for the entire team (all individuals) are due by the first practice unless special arrangements have been made with TRRA. Please place rosters, waivers and record of payment in a large brown envelope with your team name written on top and give to us at your first practice (or before).

- Roster – **MUST** include names, emergency contact and email address for all participants!
In addition to the paper copy please forward an electronic copy of the roster to TRRA.
- If payment is being made by your organization, please supply the contact information of the person who needs to be invoiced.
- Captain must ensure that the team has a coxswain each week. If you are totally new and have no contacts, let us know and we can put you in touch with someone.
- Each team will be asked to volunteer at session-end races (the Highmark Challenge in July and the Head of the Ohio in October. Captains are responsible for overseeing the team's volunteer assignment and making sure teammates show up to help.

Logistics

- There will be two summer rowing sessions. Each session, crews will choose a practice time. There is a choice of eight outings over four weekdays. You will practice the same day and time slot each week. Each session will feature competitive opportunities.
- Please select from any of the nights and times available. If you have two teams from the same organization, they can practice on the same day and during the same outing, but make sure to register early enough to get multiple boats in the same day and time slot.

Season One:

Dates: **May 14 – July 12 (9 weeks of rowing with July 4th week off)**
 Weekdays: Monday – Thursday
 Times: First Session, **5:45 – 7:15 PM**
 Second Session, **7:30 – 9:00 PM**
 Cost ²: \$2,100 for a team (at least 10 people)
 Regatta ³: Highmark Challenge – July 21

² Boat and Facility Member Discount if annual dues are paid before start of the season

Savings 1 Session: \$100.00 for ea member on a team (\$50 for student member)

³ Regatta fees not included (entry fees usually \$15-\$20 per rower)

Season Two:

Dates: **July 23 – September 28 (9 rowing weeks, Labor Day week off)**
 Weekdays: Monday – Thursday
 Times: First Session, **5:45 – 7:15 PM**
 Second Session, **7:30 – 9:00 PM**
 Cost ²: \$2,100 for a team (at least 10 people)
 Regatta ³: Head of the Ohio – (October 7)

Team Fees

TRRA is asking all teams to collect all individual fees and hand them in together with their roster. This fee reserves one 8-person boat for your team and allows all your members to partake in the post-practice BBQ. TRRA recommends having at least 12 members and requires an absolute minimum of 10. Team members will have varying conflicts throughout the summer so

there is a need for more than 8 on your team in order to consistently row. Teams with 12-14 have been the most successful in fielding 8 rowers consistently each week in past years.

The payments must be handed in at one time (by your first practice). The payments can be any combination of checks, cash and credit card numbers.

Fee Payment Policy

- Fees for entire team are due before getting on water unless special arrangements have been made.
- After the 2nd week of each season, there will be no refunds offered.

Weather Policy

It is very unlikely to cancel a practice because of weather. In case of lightning, high winds, or other conditions which will prevent us from being on the river, practice will take place indoors. Because weather conditions are both highly localized and ever-changing, the decision to practice on the water is made by the head coach about **10 minutes** before each practice session. The decision may change from the 5:45 to the 7:15 outing.

Alcohol

As in the past, beer will be offered with the post-practice food. We require that beer bottles be disposed of properly at the **outside** dumpster and that beer consumption is restricted to the lounge and deck due to minors in other rowing programs who will be in the boathouse.

Food/Drinks

- Cooking/clean up schedule will be finalized and sent out before the first practice and will remain posted on the refrigerator.
- It is your responsibility to inform coaches when it is your turn and ask to be off the water 10 minutes early in order to prepare the food.
- Cleanup Tasks include:
 - a) Put away all food and supplies
 - b) Wash all grill utensils
 - c) Turn off grill (both on the grill and shutoff valve on the propane tank).
 - d) Throw away all trash and take to outside dumpster
 - e) Place all empty beer bottles outside in the recycling dumpster (please do not put empty beer bottles in the blue recycling containers inside)
 - f) Wipe down all tables in the lounge
 - g) Lock refrigerator door
 - h) Vacuum lounge, if needed (located in cleaning closet to the left of front doors as you exit)

The Board

The board will again be used in 2018. All captains and coxswains should find the board when they arrive and then check in with your coach. Your team's coach, boat, oars and cox box for the

evening will be listed on the board (usually placed close to where the oars are put away). Your team should make sure your oars are out and ready first thing. Your team is not allowed to get “hands on” until you have your 8 rowers and coxswain and you have talked to your coach. Once you have everyone, talk to your coach and you’ll be on your way to a great row! Remember that you hold up another team if your team is late getting to the boathouse! Because of logistics this program does not allow anything but 8-person boats to go on the water. Please don’t bring 4 people and expect to go in a 4+!

Coxswain

Please instruct your coxswain to arrive at least 15 minutes before your scheduled rowing time. They should check in with your coach for the night and make sure they know what equipment your team will use. If you are new, please contact Aaron Lucia for connections with potential coxswains: aaronlucia@threeriversrowing.org.

“Extra” Rowers?

If your team has 12 rowers on your roster it is possible there will be a week that you have more than 8 people available to row. We welcome you to bring all available rowers down to your practice. Here are some of the options the extra person has for that week (we recommend cycling through the "extra"). That person can:

1. See if another team is short a rower (this happens very frequently).
2. Use the indoor rowing machines and weight room we have at the boathouse.
3. Ride in a coach’s launch. You won’t believe how much you’ll learn by doing this until you’ve done it!
4. Head out on the paths of our beautiful island (Washington's Landing) by foot (walk/jog) and get ready for the BBQ early!

*****This program will only run efficiently if teams are committed to showing up on time with all 8 rowers. The problems occur when one boat is missing 1-2 rowers and they are scheduled to go out with another team and a coach in a launch. If both teams are not present and ready to get on the water when the coach is ready, it is a disappointing experience for everyone. Captains, please educate your rowers on the importance of teamwork, rowing is the ultimate team sport: each seat has equal value and every rower’s commitment is essential.**