

Peace River Sail & Power Squadron

Job Description

Department:	Administrative
Job Title:	Boating Activities Chair
Reports to:	Administrative Officer
Rank:	Lieutenant

Purpose: Boating activities are an integral part of USPS and unites Squadron members. The Boating Activities Chair and his committee plan day, weekend and longer squadron cruises. Plans might include rendezvous, raft-ups, cruises, picnics, or other on-the-water activities.

Organization: The committee is led by a chairperson or co-chairpersons who report to the squadron Administrative Officer (AO).

Chairperson(s) Duties:

1. Plans should be included in the Squadron Calendar and destinations should be accessible by boat and car when possible. Day and overnight cruises should be announced to the members in the Pilot and email blasts.
2. A Cruise Captain should be appointed for each cruise with a Captain's Briefing scheduled prior to each cruise. Information on arrangements for overnight stops, fuel and meal accommodations, time and place of departure, details of courses to be followed and events to be held will all help to insure the success of these undertakings.
3. With the approval of the Commander, invitations to District & National Officers and other squadrons may be sent out. Activities should be planned in sufficient time to be sent to The Ensign and The Beacon for publication.
4. Cruises with an annual significance are:
 - a. Al Sheetz Memorial Cruise - spring cruise to 'Tween Waters Marina
 - b. July Fourth Cruise - July 3-5 - to Fisherman Village Marina
 - c. Holiday Cruise- early December
5. Schedule cruises to a variety of other destinations and coordinate with D22 and other USPS Districts for cruise opportunities.
6. The chairperson and committee members should have knowledge of local waters, marinas, repair facilities and other shore side facilities. The chairperson and the committee coordinates closely with the editor of the squadron newsletter to ensure all members are aware of dates and details as early as possible.

7. Send an email report at the end of each month to Administration Officer of activities of the Committee.

8. Keep track of hours worked by members for Merit Marks and turn in MM's in a timely manner to ExO. Due in October.

9. The chair will appoint one member of his committee as an assistant and mentor them, so they would be able to fill in if the chair is absent or ill. Records and reports should be maintained for use in the chairman's absence and for his successor

Revised: Oct 2016