



**Skipjack
*Nathan of Dorchester***

**New Volunteer Orientation
March 28, 2011**

Karen Hyman, Jim Leech, Bud Marseilles



Welcome New Volunteers!

Information Forms

- Fill out the forms completely and legibly.
- *Email address is important.*
- Check all of your volunteer interests.
- Physical limitations of which we need to be aware
- No previous sailing
- experience necessary.



Dorchester Skipjack Committee Organization

- **Nonprofit** organization founded in 1992
- **Volunteers** built, continue to operate and maintain
- **Small organization**
- **Monthly board meetings**
- **Annual meeting**
- **Volunteer recognition**



Dorchester Skipjack Committee Organization

- *Skipjack Nathan is not a replica!*
- **Sailing Season: April to early November**
- **Training: begins early April**
- **Public Sails:**
 - Saturday two-hour sails
 - Sunday one-hour sails once/month
- **Charters: for any occasion** (Weddings included - party provides officiate)
- **Ambassadors for Cambridge & Dorchester County**
- **Special events**
- *Cambridge Heritage Skipjack Race*

Maintenance Volunteer Opportunities

- *All volunteers assist with maintenance activities to keep the Nathan in top condition*
- **Skills needed for ongoing maintenance**
- **Boat rigging and down-rigging**
- **In-season maintenance weeks**
- **Off-season maintenance**
- **Christmas lights**

Communications

- **The Committee Secretary sends out meeting minutes & announcements**

- **Crew News (E-newsletter) sent out**



periodically (often weekly in season)

- **We rely on E-mail so please keep yours up-to-date**

Administrative Volunteer Opportunities

- **Schedulers, reservations, dockside help**
- **Marketing, public relations, photography**
- **Fundraising**
- **Special events planning and coordination**

Docent Crew Volunteers

- **Docents help passengers enjoy their trip**
- **Interact with the passengers:**
 - **Answer questions**
 - **Tell stories**
 - **Point out landmarks**
 - **Help interpret Skipjack sailing and dredging experience**
- **Docents receive training to answer questions**
- **Training focus:**
 - **history of the Nathan**
 - **what is a skipjack and how does it work**
 - **what they do or did**
 - **local maritime heritage as it relates to skipjacks, oysters**
 - **ecology of the Bay as it relates to skipjacks**
- **Trained Docents wear yellow shirts**
- **Some crew are both Sail and Docent trained**

Sail Crew Volunteers

- Crew on USCG inspected professionally operated passenger carrying vessel
- Operated under command of USCG licensed captains
- Commercial passenger vessel - *operating the boat in a safe & professional manner is our number one priority*
- We are also volunteers - want to enjoy the experience and share enthusiasm with our passengers
- Well trained crew provides:
 - Safe experience for our passengers
 - Rewarding experience for our crew

Sail Crew Volunteers

Physical Fitness

- **Physical fitness important**
 - No power winches on sails, push boat
 - Must tell us if cannot handle work
 - Initial fitness form required before beginning training
 - Returning trainees/crew should update fitness form
- **Training Committee monitors each new trainee**
- **Full Crew Status requires Physician Fitness Form (3 Yrs)**
- **Trainee (& crew) must inform Captain if unable to perform tasks**
 - Restricted activity
 - Take a break
 - Physician Fitness Form may be required to return
- **Process to track Physical Fitness Forms**

Sail Crew Volunteers

Drug Testing

- **US Coast Guard certified vessel**
- **Captains and crew subject to initial and random drug testing**
 - **Drug tests at Shore Works, next to Dorchester General Hospital**
 - **Trainee will be told when to get initial drug test**
 - **Trainees pay the initial fee**
 - **Fee will be refunded if pass test and serve 3 trips**
 - **Random tests are paid for by organization.**
- **We have a process to track and schedule**
 - **Trainees and sail crew will be informed when testing required**

Sail Crew Volunteers

Sail Training

- Crew Representative is Hermann Hasken – haskenjrx2@goeaston.net or 410-770-5414
- Training is comprehensive and complete program
- Everyone - returning sail crew and trainees - required to contact Hermann to sign up
 - Start with returning sail crew training – get crew & returning trainees up to speed
 - Bring new trainees onboard
- Let us know if you are or are not going to show up for training
- Mix of experienced sail crew and trainees at each training session

Sail Crew Volunteers

Training days

- **Start training in April:**
 - **Monday and Wednesday evenings, 5-8 or 5:30-8:30**
 - **Saturday mornings from 9:00 to about 11:00**
- **Crew members get boat ready for training & sail – be at boat 15-30 minutes early**
- **Ending time may vary - let the captain know in advance if you need to be back at certain time**
- **A little late for training? Give training captain a call or you may be left behind**

Sail Crew Volunteers

Equipment required

- **Gloves are required!**
 - Rope burns hurt and endanger boat, crew & passengers
- **Hats, sunscreen, sun glasses, jackets, rain gear**
 - Most experienced crew pack and bring a bag with everything they may need
- **Boat has water and sun screen for crew and passengers**
- **Nathan hats may be purchased at any time**
- **Once full sail crew status is awarded red sail crew shirts may be purchased**
 - Will be replaced if worn out with use (hat or shirts)
- **We also have red Nathan t-shirts for a nominal cost**

Sail Crew Volunteers Skills and Activities

- **All sail crew are trained to do & perform all functions on the boat (the Nathan way):**
 - Helmsmanship,
 - Sail handling
 - Pushboat handling
 - Docking and line handling
 - Safety drills including man overboard
 - Navigation with and without instruments
 - Night training
 - Rigging
 - Passenger care including special considerations for children and handicapped passengers
- **Passenger and crew safety extremely important**
- **Initial emphasis will be on refresher training for captains, mates and sail crew:**
 - bringing returning trainees up to full crew status
 - then providing initial training for new volunteers.

Sail Crew Volunteers Skills and Activities

- **Dredging for oysters using a hand scrape – where and how**
- **Knots “the Nathan Way”**
 - See full details on the knot pages link from the e-newsletter
- **Responsible for getting the boat ready to go out and securing the boat upon return**
- **Sail Crew positions (generally rotated):**
 - helm
 - main sheet hauling
 - main sheet tailing
 - jib tending
- **When underway and at the bow, stand in front of mast or aft of the shrouds**
 - No passengers allowed forward of the mast
- **Mates help to organize the crew, especially for leaving & returning to dock and other close-quarters situations**

The background of the slide is a photograph of several people, likely children, wearing bright orange and red life jackets. They are on a boat, and the image is slightly faded to allow the text to be read clearly. The overall scene suggests a nautical or sailing activity.

Sail Crew Volunteers

Skills and Activities

- **All Children - age twelve and under - require Nathan life jackets**
- **Sails start with passenger boarding, welcome, boat orientation & safety instruction**
- **First aid and CPR training is required of crew**
- **Trainees encouraged to go out on public sails (with captain's approval)**
- **Very important that every volunteer follows instructions and dependably shows up on time, according to schedule**

Achieving Full Sail Crew Status

- **Each trainee proceeds at his or her own pace**
 - The more often trainee comes out for training, sooner he/she will be achieve full crew status
- **The training captain keeps track of what skills each trainee has learned**
 - makes a recommendation to the president when he feels trainee is ready
- **Crew Certification Committee is convened**
 - Vice President, Captains Representative & Crew Representative
 - Determines if individual should be a representative of the organization as sail crew
 - If accepted, must pass drug test and have Physician Fitness Form completed
- **Once he/she achieves full crew status - start signing up to crew on passenger trips & charters**
 - Contact crew scheduler: Cyndy Miller – ccmiller@goeaston.net, 410-770-9410
- **E-newsletter links to CREW NEEDS web page**
 - sail crew and trained docents sign up for open crew slots
 - Don't hesitate to sign up as "backup crew"
- **Crew scheduling is a complex task**
 - Try to accommodate as many requests as possible
 - Try to mix and match crew skills
 - Safety of boat & passengers paramount

Long-distance trips

- **Seasonal Long-distance trips:**
 - Deal Island (Labor day skipjack race),
 - Baltimore (Fort McHenry Defender's day)
 - Solomon's Island Patuxent River Appreciation Days (PRAD)
 - Occasionally to Annapolis, St Mary's City or Vienna to support events
- **Captain has final approval of who participates**
 - Trainees are welcome and encouraged to come along
 - Full regular sail crew contingent is necessary if passengers aboard
- **On most trips we sleep on the boat**
- **Crew members are responsible for on-board food & dockside meals**
- **Foul-weather gear necessary**
- **Conditions and facilities are different on each trip**
 - Check with experienced crew

Captains

- **Always on the look out for new captains**
 - **Captain's representative works with prospective new captains**
 - **Need copies of licenses and TWIC cards, renewals and physical forms**
- **Captains also scheduled for trips through the crew scheduler**
- **Would like to “grow our own” captains**
 - **Encourage crew members who have that aspiration to let us work with you to make it happen**

US Coast Guard Inspections

- **USCG Inspected and certified to carry passengers**
- **Sail crew assists with annual on-the-water USCG inspection**
 - **includes running the crew through its paces**
- **Assist in out-of-water hull inspections**

Food and Alcohol

- **Do not drink before coming on board**
- **No drinking by crew on the boat**
- **Any crew who shows up impaired will be asked by the captain to remain behind or to sit out as a passenger if already underway**
- **Crew may not accept alcoholic beverages from passengers while underway**
- **If passengers have alcoholic beverages on board, NO passenger is allowed to take the helm**
 - **Can come to the helm for a brief photo op**
 - **Politely remove any drinks from their hands before photo is taken**

***Nathan* Names to Note**

- **Ed Nabb – President, DSC Board, Sail & Docent Crews**
- **Bud Marseilles – VP, DSC Board, Sail & Docent Crews, Docent Trainer**
- **Dana McGrath – Treasurer, DSC Board**
- **Lou Hyman – Secretary, DSC Board, Sail & Docent Crews**
- **Harold Ruark – DSC Board, Designer**
- **Hermann Hasken – DSC Board, Mate & Training Scheduler
410-770-5414 (haskenjrx2@goeaston.net)**
- **Captain Frank Newton – DSC Board, Captns' Rep, Training Captn 410-820-0528**
- **Cyndy Miller – Crew Scheduler, Mate 410-770-9410 (ccmiller@goeaston.net)**

Questions & Answers

