



Operations Notice No 8

Volunteer Training and Winter Schedule.

Volunteer Training.

Following on from our recent volunteer survey, and in an effort to improve our standards of training for volunteers, a more formal structured training program is being introduced. The new program will require volunteers to reach certain levels of competence for them to achieve, not only for their position on the boat but also for them to qualify for certain types of sailing trips where additional skills may be required such as racing events.

It is usual that Challenge Wales sails with six Challenge Wales personnel on board,, four of these places are taken by experienced volunteers and the remaining two places are for trainee volunteers, it is as one of these two trainee positions that a volunteer will fill whilst undertaking our training program.

The training program will be structured around the RYA scheme and will result in the individual being awarded a Competent Crew certificate and then the Watch Leader certificate as the various requirements are met. Details of the requirements for Competent Crew and Watch Leader are available in the RYA publication Sail Cruising & Yachtmaster Scheme Syllabus and Logbook (G15/14) which is available free to members of the Charity or at a cost of £5.99 to non-members.

The main difference between obtaining Competent Crew as part of our volunteer training program as opposed to undertaking it with a sailing school is that it will require sailing on Challenge Wales as a trainee for 5 separate day sails, these may be Challenge Experience Days or Volunteer Training Days, and then crew on 5 days of residential trips as specified by the RYA for the Competent crew certificate.

Those wishing to progress to the Watch Leaders certificate will require 5 further days on board Challenge Wales, will have to have logged 100 miles, and at least 4 hours night sailing.

Individuals who join the Charity already holding the above certificates or higher will still be required to sail on 5 day sails as a trainee before becoming a full volunteer. While sailing school training may be excellent, progression from a smaller yacht to the much larger and more complex Challenge Wales means learning different skills or enhancing skills previously learned.

Although some instruction will be given to ensure individuals meet the requirements laid down by the RYA, volunteers are expected to be self-motivated enough to study in their own time and then satisfy our instructor that they have the skills required. Any questions that may arise during the study period can be asked of any of the experienced personnel on board during the sailing days and may become a specific topic on one of the Volunteer Training Days if appropriate.

This 10 day program is designed to meet the minimum requirements for the RYA Competent Crew certificate and also give additional crewing time as a trainee to become more familiar with the yacht and develop your own confidence when sailing the boat, especially when there are young people and those of little or no sailing experience on board.

Please note that there is no charge for undertaking the Competent Crew certificate in this way apart from the standard crew fees and there is no requirement for you to obtain one but after completing the 10 days of sailing it is expected that you should have acquired the skills for the qualification and will be assessed accordingly. Obtaining certificates in this way will be considerably cheaper than through a school.

A Challenge Wales Training manual, not to be confused with the Safety Training Manual (CWM 04) which is a statutory requirement on board, is in the process of being produced and hopefully a preliminary version will be on board in the not too distant future. This will be more specific to the Challenge Wales yacht and for purposes of the volunteer training scheme the RYA Competent Crew book is considered more suitable.

This program has been designed to give volunteers both the skills and self-assurance to sail on Challenge Wales enabling them in turn to impart their knowledge with confidence to others.

Publications

Please note that all RYA publications are available through the Charity and will be available through our online shop shortly.

Induction Training

It was also identified from the volunteer survey that there was a lack of understanding on the part of some volunteers on the purpose, management structure, procedures and policies, targets and goals of the Charity. These are set out in our Safety Management System (SMS) and Operations Notice No 5 refers to these, however, to help with these points and other facets of the Charity, an induction session is now in place and attendance of this is a requirement for all new volunteers and all volunteers who have not as yet sailed on two youth trips.

Existing volunteers are also welcome to attend one of these inductions which are being scheduled on a regular basis dates of which can be found on the accompanying winter schedule. The induction lasts approximately 2 hours and is held at the Challenge Wales office at various times, both daytime and evening, to facilitate most people's availability. Please contact the office to sign up to one of them.

Winter Schedule

A copy of the winter schedule is attached below, please note that this is different to the schedule on the website as it includes the induction courses mentioned above.

If you have any questions regarding any of the above please do not hesitate to contact the office.

Andy Hall

Andy Hall
Marine Operations

Date; 22/11/2014

2014/2015

Date From/To	Voyage No.	From/ To	Type	Cost	Description
Sat 22 nd Nov		Challenge Wales Office, Cardiff		FREE	Volunteer induction afternoon session 1200-1400hrs
Mon 24 th Nov		Challenge Wales Office, Cardiff		FREE	Volunteer induction evening session 1830-2030hrs
Sun 30 th Nov	V96	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Mon 1 st Dec		TBA			Volunteers evening , 1830 hrs, final details to follow
Sat 6 th Dec	V97	Penarth/Penarth		Crew Fee Applies	Crew training day 0900-1700hrs
Sun 7 th Dec	V98	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 7 th Dec		Challenge Wales Office, Cardiff		FREE	Volunteer induction morning session 1030-1230hrs
Sun 7 th Dec		Challenge Wales Office, Cardiff		FREE	Volunteer induction afternoon session 1300-1500hrs
Mon 8 th Dec		Challenge Wales Office, Cardiff		FREE	Volunteer induction evening session 1830-2030hrs
Tue 9 th Dec		Challenge Wales Office, Cardiff		FREE	Volunteer induction evening session 1830-2030hrs
Sun 14 th Dec	V100	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Sun 28 th Dec	V104	Penarth/Penarth		Crew Fee Applies	Festive sail and curry: 0930-1700hrs
Sat 3 rd Jan	V1	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Sat 4 th Jan	V2	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0900-1630hrs
Sat 10 th Jan	V3	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 1000-1800hrs
Sun 11 th Jan		Challenge Wales Office, Cardiff		FREE	Volunteer induction morning session 1030-1230hrs
Sun 11 th Jan		Challenge Wales Office, Cardiff		FREE	Volunteer induction afternoon session 1300-1500hrs
Sun 11 th Jan	V4	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 1000-1800hrs
Sat 17 th Jan	V5	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 18 th Jan	V6	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Sat 31 st Jan	V9	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Sun 1 st Feb	V10	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 8 th Feb	V12	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 1000-1730hrs
Sat 14 th Feb	V13	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 22 nd Feb	V16	Penarth/Penarth		Crew Fee Applies	Crew training day 1030-1800hrs
Sat 28 th Feb	V17	OPEN			OPEN (Potential charter)
Sun 1 st Mar	V18	OPEN			OPEN (Potential charter)
Sat 7 th Mar	V19	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Sun 8 th Mar	V20	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 15 th Mar	V22	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 22 nd Mar	V24	Penarth/Penarth		Crew Fee Applies	Crew training day 0930-1700hrs
Sat 28 th Mar	V25	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Sun 29 th Mar	V26	Penarth/Penarth		Crew Fee Applies	Challenge Experience Day 0930-1700hrs
Fri 3 rd / Mon 6 th April	V26e	Penarth/Lymington		Crew Fee Applies	Provisional trip to lift boat out of water. TBC