

# BUSA OFFICER ROLES & RESPONSIBILITIES 2012-13

## 1. Vice President x 1

- Reports to: The General Committee.
- Overall responsibility: The Vice Presidents act as continuity links on the committee and act as a knowledge base.
- Term: 24 months
- Desirable abilities:
- To have sat on the BUSA Committee, to have helped to run a Major BUSA event, or to have represented BUSA.
  - To either be a final year student or postgraduate student who have sailed for a number of years.
  - To be available to attend Committee meetings (Min. 1 per year).
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## 2. Team Racing Co-ordinator x 1

- Reports to: The General Committee
- Overall responsibility: The promotion and co-ordination of university Team Racing
- Term: One year (elected annually)
- Key areas of responsibility:
- Chair of the Team Racing Working Group.
  - Responsible for the Area League Co-ordinators.
  - Overall responsibility for all team racing matters.
  - Oversees and ensures the fair running of Team Racing qualifiers
  - Organisation of BUSA Playoff Competition.
  - Oversees the Team Racing Championships Organising Committee.
- Consults with:
- The General Committee, the Team Racing Working Group, the Team Racing Championships Organising Committee, Venues.
- Desirable abilities:
- Good organisational and communications skills.
  - Good understanding of team racing.
  - Available to travel to meetings and events.
  - To have sailed in a BUSA Team Racing Event.
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## 3. Area League Co-ordinators (South Central, Western, Northern, Midland) x4

- Reports to: The Team-Racing Co-ordinator and the General Committee
- Overall responsibility: Runs their region, involved in the General Committee, makes them aware of what is going on in their region.
- Term: One year (elected annually)
- Key areas of responsibility:
- Runs the region.
  - Involved in the General Committee (lots of emails and travelling).
  - Makes them aware of what is going on in our region.
  - Part of the BUSA Team Racing Working Group.
  - Organises Team Racing Qualifiers and other Area Championships.
  - Sorts out any regional issues and disputes.
  - Promotes all BUSA activities and events in their regions.
  - Works closely with the universities in the region involving them in what is going on.
  - Liaises with the Men's and Ladies Captain about sailors within their regions.
  - Future plans and how to improve the regions sailing.
- Consults with:
- The General Committee, Regional Captains, Venues.
- Desirable abilities:
- Good organizational and communication skills.
  - Available to travel to meetings and events.
  - To have sailed in a BUSA event.
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## 4. Keelboat Officer

- Reports to: The General Committee
- Overall responsibility: To liaise with the RYA and assist, where necessary, in promoting match and keelboat racing to students.
- Term: One year (elected annually)
- Key areas of responsibility:
- To promotion of keelboat and match racing events to students.
  - To assist the RYA and host club/university with the Yachting Nationals.
  - To liaise with the Men's and Ladies Captains to help find keelboat/match racers to represent BUSA.
- Consults with:
- BUSA Members, BUSA Committee Members, Event organising authorities.

Desirable abilities:

- Good organizational and communication skills.
  - Available to travel to meetings and events.
  - To have sailed in a BUSA event.
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#### **5. Men's & Ladies' Captains x 2**

Reports to: The General Committee

Overall responsibility: Event and Team selection

Term: One year (elected annually)

Key areas of responsibility:

- To proactively recruit sailors to represent BUSA in all disciplines.
- Be a figurehead for BUSA at external events.
- Select events for BUSA teams to enter.
- Select the best team to represent BUSA in such events.
- Organises the American-BUSA exchange in such a year.

Consults with:

- BUSA Members, BUSA Committee Members, Event Organising Authorities

Desirable abilities:

- Good organizational skills.
  - Communication skills essential.
  - Sailed for a number of BUSA events.
  - Leadership experience and a figurehead to represent BUSA at events.
  - Ability to select a team in tough circumstances.
  - Available to travel to meetings and events.
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#### **Honorary Treasurer**

The BUSA Committee nominates Jon Napier for re-election.

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#### **Honorary Member**

The BUSA Committee nominates Alan Baser for re-election.

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#### **Publicity/Website Officer**

The BUSA Committee nominates Tony Mapplebeck for re-election.

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