

## **Sailing Volunteer Guidelines and Responsibilities**

As an ASC kayak volunteer, you are expected to be courteous and professional in your interactions with participants, families, community partners, medical professionals, ASC staff and other volunteers, as well as any outside sources you may contact for assistance.

In addition, ASC expects their sailing volunteers to abide by the following guidelines:

1. All instructors/volunteers must have read the general volunteer guidelines and responsibilities along with the sailing guidelines and responsibilities.
2. Sailing volunteers must be familiar with the current and forecast weather and the inherent dangers that come with extreme weather conditions.
3. Everyone must wear a coast guard approved life jacket of appropriate type and properly fitted personal flotation device at all times when on the water and on the "beach" area adjacent to the water.
4. Volunteers must attend a sailing safety and information meeting session taught by an ASC lead volunteer or staff.
5. Volunteers must ensure that all participants are within visible and audible distance at all times.
6. Before participants are on the water, an ASC volunteer must be on the water ready to give assistance if needed.
7. Volunteers should be aware of and avoid hazards that could affect the safety of yourself, others on the boat, and the boats themselves.
8. All equipment must be inspected before being used for a lesson. If the equipment has any deficiency that affects operational safety, the equipment must be taken out of service and an out of service tag must be filled out.
9. At no time should a participant be strapped into or tied to a boat.
10. Volunteers should work and perform tasks within their level of training. Volunteers wishing to increase their training level should attend mid-season trainings.

### **General Essential Eligibility Criteria**

- Be able to manage personal care independently or with assistance of a companion
- Be able to transfer on/off/in/out of equipment independently or with the assistance of a companion. You may need to provide a companion to assist with transfers depending on program
- Be able to follow verbal or visual instructions and effectively communicate independently or with assistance of a companion
- Be able to refrain from behaviors that pose a risk (such as aggression, inability to set boundaries, lack of safety awareness, drug/alcohol use/influence) to self or others, independently or with the assistance of a companion
- Use equipment appropriate for personal weight without going beyond or below weight capacity of program equipment
- Be able and willing to wear appropriate protective and safety equipment, such as helmets and life jackets

### **Sailing Essential Eligibility Criteria**

All sailing participants must acknowledge the ability to perform the following EEC:

- Meet all General EECs
- Breathe independently (i.e not require medical devices to sustain breathing)
- Independently maintain sealed airway passages while under water
- Independently turn from face-down to face-up and remain floating face-up while wearing a properly fitted and type life jacket
- Independently get out of a capsized boat

Thank you for helping to carry out the ASC mission of connecting individuals with disabilities, their families, volunteers, and community organizations through a lifetime of adventure sports!