

Cambridge Rindge & Latin School Crew Handbook

Last Update Spring 2022



Table of Contents	2
Welcome	3
Contact Information	3
Program Goals	4
Registration Requirements	4
Practice time/locations	4
FAQs about Learn to Row (Fall) and Crew (Spring)	5
Fall Crew Specifics	6
Winter Crew Specifics	6
Spring Crew Specifics	6
Summer Crew Specifics	7
How are Crews chosen?	7
Practices	7
Priorities	8
Spring Break	8
Regattas	8
Clothing	8
Fundraising	8
Family involvements	9
Safety	9
Rowing Basics:	10-12
Vocab, Diagrams, Races, Seasons	
CRLS Race Leagues	13
MPSRA	13
NEIRA	14
ASCC	16

Hello everyone,

The Association for the Support of Cambridge Crew (ASCC) and the CRLS Coaching Staff have prepared this handbook to keep everyone acquainted with the team's activities and policies, and provide a more informed view on your child's experience.

We also want to encourage your interest and enthusiasm as a parent to support the team's efforts. Parents are always needed to help during weekends in very practical ways: prepare and bring food, volunteer and cheer for the team at regattas. Throughout the year, you can also commit to helping organize and carry out fundraisers and special events.

The ASCC Board meets year round to assist coaches in making decisions about the direction and policies of the program, and also to coordinate the many Board functions, which include communication, fundraising, finance, clothing, equipment maintenance, general parent meetings and boathouse family events, and regatta hospitality.

Everyone is welcome to attend these meetings and to get involved in the Board and/or help out with Board functions. Do not hesitate to contact us at any time. The meetings take place at the Cambridge Boat Club, home of CRLS Crew.

Welcome to CRLS Crew!

CONTACT INFORMATION

CRLS Crew Address at Cambridge Boat Club:

2 Gerry's Landing, Cambridge, MA 02138 (intersection of Greenough Blvd. and Memorial Drive)

CRLS Crew Website: crlsrowing.org; Facebook page: CRLS CREW

CRLS Athletics Department Office: 617.349.6690

CRLS Athletics Department Website: <http://www.cpsd.us/crls/athletics/index.html>

Recognition

The Cambridge Boat Club hosts the CRLS Crew by providing an equipment storage bay and facilities for orientations, potlucks and the regular monthly meeting of the ASCC Board. For this support, the Crew and the Board give our thanks and appreciation.

We also thank the City of Cambridge, Cambridge Rindge and Latin School, and all of the parents and other friends of Cambridge Crew for the many ways they support the rowers and the program.

Donations

Tax deductible donations can be made by check to "FOCA/CRLS Crew" and mailed to: CRLS Crew
P.O. Box 400116 Cambridge, MA 02140

Note that this handbook may contain some inaccuracies, as we are constantly making changes to improve things!

PROGRAM GOALS

1. The development of basic rowing skills, appropriate attitudes, values, and team concepts necessary for competition.
2. To allow as many students as possible to participate and share the experience and benefits derived from team membership.
3. To compete successfully.

ELIGIBILITY PAPERWORK

Necessary forms can be found on the school's athletic department website. These forms ARE DUE BEFORE A STUDENT CAN BEGIN PRACTICE. Additional information listed below needs to be submitted online to the athletic department epsathletics@cpsd.us.

By submitting these forms, both the student athlete and their parent/guardian indicate that they understand and agree to the policies and regulations of CRLS Athletics and the Crew, and understand the consequences of failure to comply with them.

Required once each school year.

1. An Athletics Physical stating "Cleared for Athletics".
2. A Swim Test – 100 meter swim and 15 minute float. Offered by the team at the school at the start of each season. If you can't make this test then you'll need to take a test on your own. This is done only for the first season the athlete joins crew and doesn't need to be repeated.
3. CRLS Athletics Parental Permission Form. (It now includes the media release and medical screening part A).
4. Concussion Certificate (both the athlete AND a parent have to turn in certificates from the online course.) and Implicit Bias Certificate from www.nfhslearn.com
5. US Rowing Liability Waiver (online at <https://membership.usrowing.org/>)

Team Registration (online):

<https://secure1.cpsd.us/athletics/>.

Practice times and locations

Practices are generally held Monday thru Friday after school from 3:30 to 5:30pm or 5:30-7:30. Varsity may practice on the weekends as well. Most practices will be at the Cambridge Boat Club but we also may meet at the Harvard football stadium, at the multipurpose room at CRLS or at Russell Field. See the current schedule on the website.

First Week Schedule

Students and their parents should become familiar with the CRLS Crew website and calendar. **www.crlsrowing.org** You should check these resources if you have questions about practice or events. You can also find contact information for the coaches and ASCC (parent board).

Frequently asked questions about Learn to Row and Crew:

What's the difference between the fall and spring seasons?

Fall	Spring
Season starts warm, finishes cold	Season starts cold, finishes warm
Races are 20 minutes long	Races are 6 minutes long
Races are time trials	Races are side by side
We race in the Head of the Charles Regatta (www.hocr.org)	We race in the New England Interscholastic League (www.neirarowing.org) and the MPSRA Spring Championship
And the MPSRA Fall Championship	

What's the same between the fall and spring seasons?

- Boats are set in both seasons by Ability, Attitude, and Attendance. We put the best in the first boat, the next best in the second boat, and so on. We generally row boats that hold five people (four rowers and a cox).
- We have Varsity and Novice (includes new rowers) squads.
- Races can take a couple of hours or all day and are usually on the weekends.
- We compete in the Mass. Public School League (www.mpsra.org)

What's a practice like?

Most people walk or ride their bike to the boathouse. Generally, you get there early, meet with your coach, go over the practice plan for the day, get your boat out of the building, put it into the water, and go rowing. On the water you'll do drills to improve technique and do "pieces" (timed intervals pulling hard) to improve fitness. When done, you clean the boat, put it away and go home. However, it's likely that practice will also include running, an exercise circuit, stretching, running Harvard's stadium, erging, etc.

Do you row every day?

The Varsity practice 5-6 days a week. The novices practice 4-6 days a week. Only lightning and thunder and high winds keep us off the water. On those days, we do workouts on land.

Does everyone row all the time?

It depends. You row every day and race every time if you are in the top 16 rowers, otherwise you are on the land for practice. The novice squads generally have two boats that hold 8 rowers each, so if there are more than 16 rowers you may not row every day or race every time but can still get a workout on land.

Does everyone race in every race?

It depends. The coaches aim to get everyone into a race at least once each season. That means the athletes must attend enough practices to learn to work with their crew efficiently and safely. We do not always have enough on water boat seats for every athlete at a specific practice and may hotseat (switch athletes mid practice) or run a concurrent land practice. Land practices are an expected part of the training program to build fitness. On days of adverse weather (extreme cold, lightning, wind) the entire team will have practice on land.

Do boys and girls row together?

No. There is a separate boys and girls team but we're all part of the CRLS Crew.

Can we do other things in addition to crew?

Sure. But do so with the understanding that if you miss practice, you'll have missed some things and that will make it harder for a coach to put you into a boat when you come back.

What if I can't swim?

That's a big concern. We can put you in a life jacket if you can't swim. It'll be important for you to learn to swim as soon as possible because the PFD limits range of motion.

FALL CREW: August November

Returning rowers begin practicing the last week of August and are expected to be in shape when arriving. Returning rowers practice 5-6 times a week. CRLS usually competes with at least 1 men's boat and one women's boat in the Head of the Charles. The entire team is expected to compete at the Mass. Public School Rowing Assoc. race at the end of October. Depending upon the calendar, there may be 1-2 other opportunities to compete during this season..

For new rowers, we will cover the basics of the sport with an emphasis on technique instead of fitness. New rowers generally have 1-2 races during the fall season.

The end of the season pancake breakfast is held in November.

WINTER CREW: December February

Indoor Practice includes a variety of workouts on the rowing machines and weight lifting. This is not formally considered a CRLS sport, and the school is not paying the coaches for their work, so there is a fee for attendance at winter training. Any athlete for whom this fee would be a hardship should contact the coaches about getting a scholarship for winter training.

SPRING CREW: March -June

Practice begins the third Monday of March for ALL levels and is held five or six days a week. Varsity racing begins the first weekend in April. Novice races begin the last weekend of April. The races finish the last weekend of May, unless a boat qualifies for nationals and the coaches and board decide to send that boat to the national competition (a considerable expense that requires a lot of fundraising effort). There is an expectation that varsity athletes will be able to attend at least some of the practices held during spring break since this is in the middle of our racing season. There may be optional practices for the novices..

The end of season barbecue is held in the beginning of June.

SUMMER CREW: June July

There are several local options for summer rowing. CBC has youth sculling programs. There are other local programs. All have a fee. Talk with your coach for suggestions.

HOW ARE CRLS CREWS CHOSEN?

Crews are chosen based on ability, attendance and attitude, with consideration to the league event we are competing in. (See CRLS Racing Leagues).

PRACTICE

Practice Requirements

Rowing requires discipline, focus and teamwork. Any absence has a direct effect on the boat the rower is in, but may also affect other boats.. In other words, there should be an athlete in every seat of every boat for the practice to be most effective. If a team member cannot attend, it is their responsibility to let the coach know as soon as possible so plans can be adjusted. Department policy is if a student is unable to attend classes on a particular day, they are ALSO unable to attend practice.

Please be aware that even excused absences may jeopardize the position of the student in a boat.

Practices are almost never canceled.

Any changes to weekday practices will be posted outside of the Health, Physical Education, and Athletics office, in the basement of the War Memorial, and announced during the afternoon announcements. It is the rower's responsibility to be aware of these changes. Parents and rowers will be notified of other changes via text and email. It is their responsibility to ensure their contact information is current. You can also check the CRLS Crew website and calendar crlsrowing.org for updated information.

Backpacks

Please be aware that boathouses are common targets for theft and items have been taken from CRLS students. Backpacks are to be kept inside the gates at the CBC while at practice. The gates will be locked when no one is at the boat house and everyone is on the water. Do not bring valuables to the boat house.

PRIORITIES The athlete must communicate to the coach ASAP if you need to miss practice or a race for one of these other priorities. The more warning, the better.

- First: Your health and Family – however, your cousin’s birthday party does not count.
- Second: School Studies (not clubs, service projects, etc.)
- Third: Crew
- Then: Everything Else

SPRING BREAK

We generally practice twice a day during spring break.

REGATTAS

A note about Regattas

In the course of a week, few sports practice (12 -18 hours) and travel (6 – 12 hours) for such minimal time in actual competition (6 - 20minutes). Because of this, coaches make every effort to run every race at a regatta. And while they do everything they can to start and end on time, ours is an outdoor sport and subject to the weather. Unfortunately this means regattas can start late and/or go past their scheduled finishing time.

Therefore, it is strongly recommended that you **NOT** schedule activities right after a regatta is supposed to end. Team members are required to help derig boats and load the trailer and to return with the team to the boathouse after a regatta is finished to unload the boat trailer and put the equipment back into the boathouse. It is unfair to the other members of the team for individuals to not help with the unloading. School policy requires parents to submit paperwork 48 hours AHEAD of the event if students will NOT be traveling with the team.

Clothing

Rowers and Coxswains should come to practice appropriately dressed, which means running shoes and weather appropriate clothing. If it is cold, they need layered clothing and a hat. If it is wet, they need rain gear. Other items: boots and gloves are the responsibility of each coxswain.

To compete, each student must wear the CRLS Crew uniform. Additional clothing items such as the long sleeve warmup, jacket, hat, etc. are recommended but not required.

Fundraising

FALL: FOCA Serva-Thon, Head of the Charles volunteering, and Pancake Breakfast.

SPRING: City Run and Spring Community Appeal

Students new to the program are asked to raise a minimum of \$75. Returning students are asked to raise \$200 per season. Exemptions should be directed to the ASCC Board, and **NOT** to the coaches. Contact an ASCC Board member if you need to talk about an extension or exception.

Parent / Family Requirements

Rowing is an expensive and logistically difficult sport to manage. Because of this, each student athlete and their family agrees to assume responsibilities as requirements for the student athlete's participation. *Each family agrees to make time for and help with the various team events.*

PARENT INVOLVEMENT

Family and friends are strongly encouraged to attend regattas and events. Food and support are always needed and regattas often resemble large lakeside barbecue in the middle of an athletic competition.

Expect to be contacted by the ASCC Board on a weekly basis by email regarding food and help requests. Regattas are many times full day events, and we have many hungry teenage athletes to feed. Barbecue, soups, sandwiches, power bars, bagels, vegetables and fruit are the main food items during the day. We also provide them with hot drinks when the weather requires something hot to warm the body. Brownies, cookies and sweets are generally left for after the races.

You will be contacted by the ASCC in relation to food contributions needed for each race. *A school bus will be used to transport students to away events.*

SAFETY

School Insurance/Injuries

Any athlete referred by the coaching staff to seek medical advice or attention must be cleared in writing by a CRLS trainer before being allowed to return to practice.

Please be aware that if the student is required to use any medication, for any reason, you must provide that information on the Medical Screening Form, and in certain cases, you must also bring that medication to every practice . (notably asthma inhalers and anaphylactic epipens).

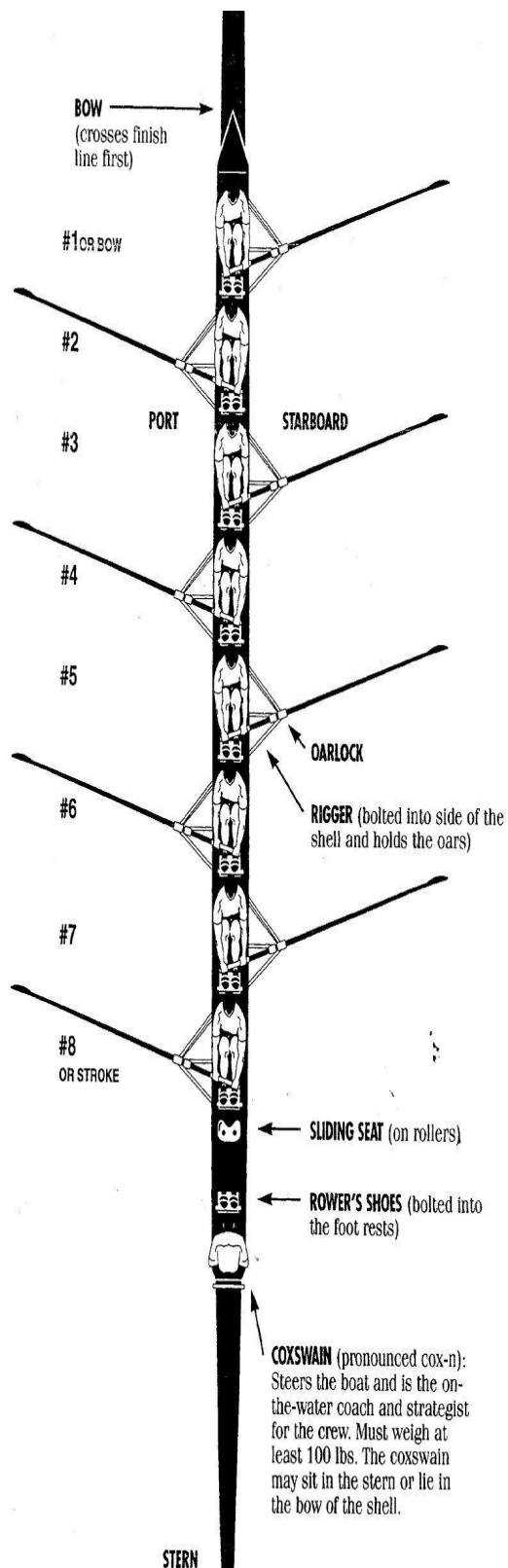
These items must be brought in the boat each practice by the athlete (not handed to a coach or coxswain).

DISCIPLINE

As representatives of your family, this team, and the school, CRLS Crew members are expected to use common sense and good will in their decisions and actions. They must learn the rules of this program and have the best intentions in not putting themselves in a position to be disciplined.

ROWING: THE BASICS

The information of this section is drawn mainly from the US Rowing Association website:
<http://www.usrowing.org/parents/index.aspx>



The Rowing Motion

The whole body is involved in moving the shell through the water. Although rowing looks like an upperbody sport, the legs are the dominant force and provide most of the power. There are four parts to the rowing stroke: catch, drive, release and recovery.

The catch is the moment the blade enters the water, the drive is the power phase of the stroke (when the blade is in the water and the boat is at its most stable position). The moment the blade exits the water is the release, when the power phase ends. The recovery is the time that the blade is out of the water and traveling to the catch position and the rower must use her oar to balance the boat.

“Catching a crab” is when the blade cannot be released from the water at the release because it is not perpendicular to the water. A suctionlike effect is caused, not allowing the blade to pop out of the water. A minor crab can cause the rower to have to stop to clear her oar, a major crab will require the whole boat to stop.

The stroke rate is how many strokes per minute the crew is rowing, and the swing is the overall rhythm of the entire crew. The run refers to the movement of the boat through the water. A fast, smooth looking boat has run or good spacing.

Sweeping vs. Sculling

Athletes with two oars are scullers. Athletes with only one oar are sweep rowers. CRLS Crew mainly uses sweep boats. Our boats carry a coxswain to steer and be the onthewater coach. We race in fours with a coxswain and eights with a coxswain. Athletes are identified by their seat in the boat. The athlete in bow is seat No. 1, that's the person who crosses the finish line first. The person in front of the bow is No. 2, then 3, 4, 5, 6, 7 and 8, a.k.a. the stroke. The stroke sets the rhythm and number of strokes per minute the rest of the crew must follow.

Oars

Oars move the boat through the water and act as balancers. Sweep oars are 12'6" long, approximately two feet longer than sculling oars. The blades, the large area at the end of the shaft of the oar, is the only portion of the oar that enters the water and shows the school colors. Although oars with standard shaped blades are still used, oars with hatchet blades are the most popular because of their larger surface area.

Boats

Boats or shells, are light and appear fragile but are crafted to be strong and stiff in the water. The longest boat, the eight, is 58 feet long, a single scull is 25 feet. CRLS mainly competes in Fours and Eights.

The oars are attached to the boat with riggers, which allow for the levering action of rowing. Generally, sweep rowers sit in configurations that have the oars alternating from side to side along the boat.

The side of the boat to the right of the rower is the port, the side of the boat to the left of the rower is the starboard. Rowers are generally assigned to one or the other side, and are therefore a port or a starboard. The rowers' seats are sliding seats, they move on rollers. Seats also have rowers' shoes that are bolted into the foot rests.

Team Members:

Coxswains

The brain behind the brawn. Good coxswains are driven, smart, quick thinkers, articulate, competitive leaders with a lot of common sense. In addition to steering the shell, the coxswain executes the practice and race plan and works to ensure the safety of the crew and equipment. Their ability to execute a practice enables the coach to focus the attention on the technical improvement of the rowers.

Rowers :

The horsepower. Good rowers are motivated, powerful, fit, smart and competitive. They have a desire for personal improvement while understanding and accepting the impact their actions have on the crew as a whole. Increased fitness and technical improvement are their primary objectives. Rowers should come into each season in shape and ready to work hard from day one. They should come to practice and events fed, well rested and healthy.

RACES

SPRINT RACES: Similar to track or swimming.

The start happens from a dead stop. All the boats in an event are aligned side by side.

The rowers are poised at the catch, ready to take the first stroke. There is an initial burst of effort, usually at a high stroke rating and maximum effort, to get the boat up to speed. After these starting strokes the coxswain will call for their crew to 'settle' into the race at a lower rate and about 95% effort.

To respond to an opposing crew, or focus on technical goals or a problem, the coxswain will call for a 'ten' – when a crew focuses on one element of the race (it could be power or technique) for 10 consecutive strokes. In the last several hundred meters of the race, the coxswain calls the stroke rating and effort back up, and the crew 'sprints' for the finish line. First bow ball across the finish is the winner.

HEAD RACES: A time trial.

All the crews in one event are assembled above the starting line. At 15 second intervals they cross the starting line and begin racing against the clock. Because of the length, the stroke rates are generally a few beats lower than sprint races but the target effort is still 95%. 'Tens' are called as needed.

Crews are allowed to pass if overtaking a slower boat, but they must yield the better line if a faster crew is going to catch them.

Results are based on a crew's elapsed time over the course.

RACE SEASONS

Spring – Traditional College and High School Season. High School and College races and championships are held separately. The traditional distance for high school is 1500 meters. Regattas organized by the United States Rowing Association are 2000 meters which is the international distance for Juniors. College races are 2000 meters.

Summer – Club and International Racing. U.S. and International Championships are held during the summer. Club and International races are 2000 meters.

Fall – Head Season. High School, College, Club and International crews compete in separate events at the same regatta. Distances vary from 2 to 3 ½ miles. Depends on the available water and whim of the organizing club. The Head of the Charles Regatta is the most prestigious and is 3 miles.

Winter – Erg Season. Indoor events are similar to Fall regattas with different events at the same

competition. Indoor races are also 2000 meters.

RACE CLASSIFICATIONS / EVENTS

Sweep (each rower has one oar and + denotes with a coxswain or - without a coxswain)

- 2- Straight Pair
- 2+ Pair with a coxswain
- 4- Straight Four
- 4+ Four with a coxswain
- 8+Eight (always has a coxswain)

Sculling (each rower has 2 oars)

- 1x Single
- 2x Double
- 4x Quad (may have cox)

CRLS RACING LEAGUES

CRLS Crew participates in two racing leagues: the Massachusetts Public Schools Rowing Association (MPSRA) and the New England Interscholastic Rowing Association (NEIRA). Both leagues require parent volunteers to help run their respective regattas. The ASCC will contact you regarding helping at these.

MPSRA www.mpsra.org

The MPSRA is open to any public school in the State of Massachusetts. They organize a Fall and a Spring championship. Crews must compete against at least 3 other MPSRA programs during the regular spring season to be eligible to enter the championship regatta.

In the MPSRA, rowers are separated by skill level –

Novice – a freshman, or anyone in their first year of rowing.

Varsity all others.

Novice rowers can participate in Varsity events but Varsity athletes cannot race in a novice crew.

Programs are required to race from the 1st boat level down. Exceptions are made for first year programs. Students can row in one sweep event and one sculling event.

The MPSRA has the following events at its championships.

Boys and Girls 1st, 2nd and 3rd Varsity 8; Boys and Girls 1st, 2nd Novice 8

Boys and Girls 1st, 2nd and 3rd Varsity 4+ ; Boys and Girls 1st Novice 4+

Boys and Girls 1x, 2x and 4x

Teams currently in MPSRA League:

Arlington-Belmont Crew, Boston Latin School, Bromfield-Acton-Boxborough Rowing, Brookline High School, Cambridge Rindge & Latin School, Duxbury Bay Maritime School, Haverhill High School, Hingham High School, Lowell High School, Malden High School, Medford High School, Methuen, Milton High School, Mystic Valley Regional Charter School, Row Boston, Shrewsbury High School, Somerville-Everett,

Spring 2022

NEIRA www.neirarowing.org

Open to public and private schools in New England (CT, MA, RI, ME, NH), crews must compete against at least 3 other NEIRA programs during the regular spring season. Based upon results from these races, the top eighteen 1st boats, and the top twelve 2nd, 3rd and 4th boats respectively, qualify to for the Championships. At the start of the season, a school declares which type of boats it will try to qualify in. CRLS is a 'Fours' program.

In the NEIRA, there are no skill separations. The best rowers (regardless of grade or years on the team) go into the 1st level boat, the second best into the 2nd boat, and so on until a program runs out of athletes. Students are allowed to compete in one event only.

The NEIRA only holds a Spring championship. Crews finishing first or second in a 1st level event are invited to compete at the US Rowing National Youth Championships.

NEIRA Events:

Boys and Girls 1st, 2nd and 3rd Eights

Boys and Girls 1st, 2nd, 3rd and 4th Fours

Boys and Girls 1x

NEIRA Membership

Fours Schools

Bancroft School	Worcester, MA
Belmont Hill School	Belmont, MA (Boys only)
Berkshire School	Sheffield, MA
Brooks School	N. Andover,
MA Buckingham Browne & Nichols	Cambridge,
MA Cambridge Rindge & Latin	
Cambridge, MA Brewster Academy	Wolfeboro,
NH Deerfield Academy	Deerfield, MA
The Derryfield School	Manchester, NH
Dexter School	Brookline, MA (Boys only)
E.O. Smith School	Storrs, CT
Groton School	Groton, MA

The Gunnery School	Washington, CT Lincoln
School Providence, RI (Girls only)	Lyme, Old Lyme High School
School	Old Lyme, CT Middlesex
School	Concord, MA
Miss Porter's School	Farmington, CT (Girls only) Noble & Greenough School
Pomfret, CT	Dedham, MA Pomfret School
South Kent School	South Kent, CT (Boys only) Southfield School
Mark's School	Brookline, MA (Girls only) St. Southborough, MA
Taft School	Watertown, CT
Thayer Academy	Braintree, MA
Valley Regional High School	Deep River, CT Winsor School
Boston, MA	(Girls only) Worcester Academy
	Worcester, MA

Eights Schools

Boston Latin School	Boston, MA (Girls only)
Brookline High School	Brookline, MA Brunswick School
School	Greenwich, CT (Boys only) Concord High School
High School	Concord, NH Convent of Sacred Heart
Greenwich, CT (Girls only)	East Lyme High School
School East Lyme, CT	
Farmington High School	Farmington, CT
Greenwich Academy	Greenwich, CT (Girls only)
Greenwich High School	Greenwich, CT
Hanover High School	Hanover, NH
Hingham High School	Hingham, MA
Kent School	Kent, CT
Middletown High School	Middletown, CT Northfield Mount Hermon School
Northfield, MA Phillips Academy	
Andover, MA Phillips	Exeter Academy Exeter, NH
Salisbury School	Salisbury, CT (Boys only)
Shrewsbury High School	Shrewsbury, MA
Simsbury High School	Simsbury, CT
St. John's High School	Shrewsbury, MA (Boys only) St. Mary Academy
Riverside, RI (Girls only)	
St. Paul's School	Concord, NH
Stonington High School	Pawcatuck, CT Tabor Academy
Academy	Marion, MA
Worcester Public Schools	Worcester, MA
(honorary provisional membership)	

ASSOCIATION FOR THE SUPPORT OF CAMBRIDGE CREW (ASCC)

Board Meetings: Announced.

Statement of Purpose:

The Association for the Support of Cambridge Crew (ASCC) is organized and exists for the purpose of building and maintaining a girls and boys crew program at Cambridge Rindge and Latin School (CRLS). ASCC will be operated solely for charitable and educational purposes and will at all times work in concert with Friends of Cambridge Athletics (FOCA), in a manner consistent with the goals of that organization. ASCC will encourage and promote sportsmanship, team participation, individual responsibility, respect for others and the development of sound rowing skills. ASCC will also facilitate communication between its Membership and the Crew Coaches and assist the coaches in carrying out their duties. ASCC is not organized for pecuniary gain and none of its officers and Directors shall be paid for their services. However, it is specifically desired and authorized that ASCC will solicit and receive, through FOCA, contributions, grants and gifts of money, services, property and other items of value for use in promoting and furthering ASCC's purposes.

(ASCC ByLaws, ratified April 5, 2001)

ASCC Functions: Communications

The coordinator of Communications is the central contact person for the coaches to communicate with the Board and crew parents about things for which the Board has responsibility. In order to carry out this function, the coordinator maintains the phone, mail and email list of rowers and parents. This list is shared with other board members as needed.

Fundraising

Fundraising is a major function of the ASCC. The coordinator's responsibility is to manage the major fundraising activities such as the annual the FOCA Serva-Thon Campaign, and any other major fundraisers. (City Run are not responsibilities of the coordinator).

Finance / FOCA

The coordinator of Finance is responsible for receiving all donations and clothing payments, depositing them in the FOCA (Friends of Cambridge Athletics) account, communicating with FOCA, and providing FOCA Treasurer with copies of all deposits, clearly indicating CRLS clothing or CRLS donations. (The financial coordinator has no responsibility for writing checks).

Clothing

Clothing is ordered twice a year – a month or two before the beginning of each season. A limited supply of racing clothing is kept on hand for loaners during the season. Crew members order items at cost. This function is not a fundraiser.

Maintenance

Parents assist with repairs and maintenance of motor boats, motors, racing shells, oars, and electrical equipment like cox boxes and wiring. Additionally the maintenance crew will help with organizing the boat bay, storing boats, getting gas for launches.

Events

The coordinator of Parent Meetings and Family Events is responsible for scheduling, coordinating and publicizing the Fall and Spring Parent Meetings, the Fall Potluck and the Spring Barbecue.

Race Food

The coordinator of Regatta Hospitality is charged with coordinating, in cooperation with the Head Coach, rides (when necessary) and food and water for away regattas. The parents of rowers are asked to participate by donating items of food and drink, being aware that the pre and post race menus are different. All members of the CRLS family are welcome to enjoy food and activities around the tent at regattas.