

## **DTBH Volunteer Information sheet**

### **Senior Guide**

A Senior Guide is a volunteer who has extensive kayaking and guiding experience. These volunteers typically, but not always, have some formal kayaking instruction and certifications. Typically these guides have been kayaking on the Hudson for over 5 years. They have extensive knowledge of the currents and marine environment, traffic patterns, weather, and have been on a minimum of 100 trips on the open river.

All of our instructional programs and any programs that involve taking any member of the public outside of our protected embayments are run by a Senior Guide.

### **Assistant Guide**

An Assistant Guide is a volunteer who has proven his or her self to be capable handling a variety of Boathouse kayaks, including enclosed decked kayaks. All Assistant Guides have taken a number of our internal Boathouse training classes, and are capable of lending assistance to another boater in need.

Assistant Guide accompany Senior Guides on trips outside of our protected embayments, assist during instructional programs, and patrol our public embayment programs.

### **Dock Master**

The Dock Master is the person on duty who is responsible for the safety of the public program. This person stands on the dock to continually monitor, coordinate, and ensure that everything is going smoothly. The Dock Master should be mature, sensible, have a good judge of character, and have reasonable kayaking skills. The Dock Master must be physically capable of personally addressing all safety issues that might occur on the dock and to quickly coordinate whatever assistance is needed.

The Dock Master is the person in charge and will sometimes ask a capable assistant to carry out a task rather than perform it him or herself. This allows the Dock Master to stay focused on the entire environment and safety of everyone involved.

The Dock Master coordinates the efforts of the Dock Workers, Ramp Workers, Water Patrol Workers, and Desk Workers.

### **Desk Worker**

The volunteers who staff the information desk are the first point of contact between the public and the water. They answer questions, hand out information; get persons who want to go kayaking to sign a waiver, and TELL THEM THE RULES.

### **Ramp Worker**

The dock at the Downtown Boathouse is a controlled environment. It is the responsibility of the person(s) at the top of the ramp to limit access to the dock so that it does not become crowded and/or disorganized. They interact with the public, TELL THEM THE RULES (for a second time), ensure that their lifejacket is suitable, and that they are otherwise prepared. At the signal of the Dock Master, the Ramp Worker sends the public down to the dock when kayaks become available.

### **Dock Worker**

The only physical requirement for being a Dock Worker is to be able to swim. A Dock Worker should be polite, engaging, and mature. As with all of the other Boathouse volunteers, their primary responsibility is to prevent accidents from occurring. They should engage the public, ask them about their kayaking skills, TELL THEM THE RULES (for the third time), and help them into and out of the kayaks.

### **Water Patrol Workers**

Persons on water patrol in the embayment provide a friendly, reassuring presence to the members of the public. However, their primary task is to prevent accidents from happening by observing, and then quickly addressing, any developing problems that they detect before anything serious can happen. Water Patrol Workers should know how to rescue themselves and others and how to tow kayaks when necessary. Their kayak should be suitably equipped for any type of problem they are likely to encounter.

**Sit On Top – Safety Kayak**: Should have life jacket, paddle, Tow-line on board and placed on the in a separate area from where the public is being launched, ready to be deployed to provide assistance.