**BOARD MEMBER - CHIEF RATER, Rev 06-24-2024**

**Title**

Chief Rater, First Coast Sailing Association Board of Directors

**Purpose**

The Chief Rater is responsible for overseeing the Rating Committee, facilitating communication among Club Raters, maintaining accurate records of rating applications, certificates, and related data, and promoting uniformity in the computation and reporting of race results. Additionally, the Chief Rater conducts research on yacht performance, evaluates handicapping systems, and fosters the development of racing standards within the organization.

**Term**

Election to a one-year term (except when filling an unexpired term), subject to re-election.

**Criteria**

Candidates for Chief Rater should have a strong understanding of yacht racing and handicapping systems, excellent organizational and communication skills, and the ability to work effectively within a committee setting.

**General Responsibilities**

* Act as Chair of the Ratin Committee and ensure its efficient operation.
* Inform all Club Raters of upcoming meetings and coordinate rating information. Maintain accurate records of rating applications, certificates, and supporting data.
* Record minutes of all Rating Committee meetings and decisions.
* Encourage the development and adoption of uniform methods for computing and reporting race results.
* Attend Annual Meetings, Board Meetings, Special Meetings, and meetings of the Rating Committee.
* Participate in at least half of the meetings of the Board and relevant board committees.
* Fulfill duties in alignment with the organizational mission and goals.

**Specific Tasks**

* Lead the Rating Committee meeting, ensuring all necessary topics are discussed and decisions are made.
* Communicate regularly with Club Raters to disseminate information and gather feedback.
* Maintain up-to-date records of rating applications, certificates, and relevant data.
* Prepare and distribute minutes of Rating Committee meetings to all stakeholders.
* Facilitate research on yacht performance and handicap racing management as needed.
* Advocate for the adoption of standardized methonds for computing and reporting race results.
* Attend Annual Meetings, Board Meetings, and other relevant gatherings as required.
* Dedicate time to fulfill responsibilities effectively, including preparation for meetings and ongoing communication with stakeholders.

**Compensation and Expenses**

The Chief Rater will not receive compensation for services rendered but may be reimbursed for reasonable expenses incurred in furtherance of the organization’s purposes, subject to approval by the Board of Directors and submitted via FCSA Check and Reimbursement Policy.

**Time Demands**

**Regular Meeting Estimated Time Demands**

Quarterly Board Meeting 10 Hours quarterly

Other outlined duties 10 Hour monthly