



Twilight Sailing Duty Crew Role – 2024-25 season

The Duty Roster is developed at the beginning of each Season.

Apart from a couple of exceptions, all crews are expected to participate or record a DSQ in their point score! [Refer SI – 24e].

Please check the Roster at the beginning of the Season, put the date in your diary and line up two to three crew members to help you.

If you know in advance you can't make the night you've been rostered on, it's your responsibility to swap with another boat. Please do this as soon as possible using the contact details for Skippers that were emailed out with the Roster. Once you've negotiated a swap, advise the Twilight Captain, Leigh McLaughlin at twilightcaptain@gfs.org.au so we can ensure there is a Duty Crew every race night. If you have a last-minute issue, please contact Leigh on 0412 234 832.

The Duty Crew is responsible for performing the following tasks to ensure the Clubhouse is left tidy and clean after Twilights:

- Staying until the BBQ dinner is over and results have been announced
- Assisting the catering team
- Ensuring tables and chairs are stowed
 - Chair stacks to be no more than 16 high
 - Stacks to be 3 stacks deep, not across rear door.
- **BBQs**
 - Scraping, cleaning and stowing BBQs
 - Gas bottles to be stored in cages on the rigging deck
 - Empty gas bottles to be stored upside-down
 - Cages to be locked. Key to smaller cage is in the key lock box.
- **Stowing Equipment**
 - Empty and rinse counter bins
 - Return the 4 GFS green bins and the 3 blue bins to the rigging deck.
Do NOT bring in the Council bin located on the eastern side of the wharf
 - Stow the flag and furl the outside blind
 - Stow the club dinghy after the tables are stowed.
- **Lock-up**
 - Check sailing office to ensure windows, blinds and door closed
 - Turn off ceiling fan in kitchen (switch at the right-hand end of the bench looking out into clubhouse)
 - Entrance door to the rigging deck locked
 - All three clubhouse doors closed and locked
 - **Turn off the outside lights with the four (4) switches marked 'SWITCH'** [see over for pictures and switches circled] located above the shelving containing Afloat.
Do not turn off the switches marked 'LEAVE'
 - Turn off all six light switches by the exit door next to the alarm
 - **Activate the alarm.**
- **When you can leave**
 - If you have finished the jobs and a few people are still around, please ask a full GFS Member to take responsibility for locking up the Club. If this occurs, please send an email to Twilight Captain, Leigh McLaughlin, with the name and phone number of the person who has agreed to lock up.

If you are unfamiliar with the duties on the night, please ask Leigh McLaughlin (Twilight Captain), Rob Hale (Clubhouse Manager), Glenda Cameron-Strange or Holly Charalambous, or any other GFS Committee members. We'll be happy to help. Suggestions or comments are welcome. Please email twilightcaptain@gfs.org.au

Location of switches above *Afloat* magazine



Detail of four (4) switches to turn off

