



National Race Officer Training Programme

An Application Guidebook for MNAs

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Aims

The National Race Officer Training Programme (NROTP) aims to provide an accessible educational pathway for Member National Authorities (MNAs) that lack the resources to run their own Race Official development programmes. This initiative seeks to increase volunteer participation and expand the global base of national-level officials, creating a pipeline for progression into World Sailing's International Race Official Pathway. By fostering a diverse pool of International Race Officers, the programme will help grow the sport of sailing worldwide.

The National Race Officer Training Programme consists of three course levels, each designed to establish a foundation in race officiating where little to no formal training currently exists.



Fundamentals of Race Management Course (Level 0)

Online course open to all.



Club Race Officer Course (Level 1)

A two-day in-person course for managing local fleet events to Racing Rules of Sailing (RRS) standards + Online course material.



National Race Officer Course (Level 2)

A three-day in-person course for overseeing large fleet events aligned with Class and World Sailing policy standards + Online course material.

Only World Sailing can authorise Race Management Courses to be delivered by a World Sailing Race Official Developer. The number of courses World Sailing allocates will depend on the course level, location, and experts' availability.

Languages

Race Official Developers can deliver the National Race Officer Training Courses in the following languages:

- **English**
- **Spanish**
- **French**
- **Portuguese**
- **Greek**

World Sailing will provide a developer proficient in the host's language whenever possible. If a suitable developer isn't available, we appreciate the host's assistance in providing a translator. The host may also be asked to help with translating the course materials.

Course Scheme

Level 0

Fundamentals of Race Management Course

Fundamentals Course is an introduction to the people, equipment, and rules essential for organising a sailing competition.

Pre-requisites: None.

Candidates: Sailors, Coaches, Race Officials, Volunteers, etc. – anyone who wants to take a first step and learn more about the Race Management.

Modules include:

- Basic Course Design
- General Listing of personnel, assets and equipment
- Basic Documents
- Powerboat handling basics
- Basic Protest Resolution.

Online course

Level 1

Club Race Officer Course

Club Race Officer Course covers the fundamental mechanics of race management through theory, exercises, and guided discussions.

Pre-requisites: Completed 'Fundamentals of Race Management Online Course'.

Candidates: No prior race management experience needed, sailing knowledge is beneficial but not mandatory.

Modules include:

- General Theory of Course Design
- Course Management
- Scoring
- Protests and Redress by or against the Race Committee.

Participant Quota:
8-15 attendees.

2 day course + online

Level 2

National Race Officer Course

National Race Officer Course introduces advanced race management training for large dinghy fleets and multi-fleet racecourses. It includes theoretical sessions, exercises, and guided discussions.

Pre-requisites: Extensive on-course race management experience OR Successful completion of the Level 1 Course OR Experience as a competitor at national-level sailing competitions.

Candidates: Minimum experience as lead race officer in three events.

Modules include:

- Complex Course Design
- Sport Safety and Athlete Safety
- Big Fleet Management
- Advanced Course Management Problem Solving.

Participant Quota:
8-15 participants.

3 day course + online

Funding

There are two ways to fund the Race Official Courses:

World Sailing Funding

For a World Sailing Funded Course, World Sailing is responsible for covering the following costs:

- The Race Official Developer's airfare
- The Race Official Developer's Course Delivery fee.

The host MNA is responsible for covering the following costs:

- Accommodation for the Race Official Developer
- Local transportation for the Race Official Developer (from the airport to the course location)
- Daily lunches for the Race Official Developer and participants
- Classroom hire
- Course Equipment (listed right)
- Accommodation for participants (it is the hosts decisions if this is covered by a fee or if this is directly covered by the participant)

Olympic Solidarity Funding

For an Olympic Solidarity funded Course, all course-related costs are covered by Olympic Solidarity, including some costs not covered by the World Sailing funding option. MNAs seeking Olympic Solidarity funding must do so through their National Olympic Committee, it is understood Olympic Solidarity does not offer a guarantee to host a course as this is a decision for their National Olympic Committee.

Budget

When preparing a budget for an Olympic Solidarity application, include clear and accurate cost estimates to cover all necessary expenses.

List of items to include:

- Race Official Developer's accommodation, meals, and local transport
- Accommodation for participants if they need to travel to the course
- Daily lunches for participants
- Translator (if required)
- Classroom space with screen or projector
- Course equipment:

All courses, regardless on how they are funded will require the following equipment:

- **Level 1**
 - Classroom space
 - Screen/Projector
 - Suitable outdoor space
- **Level 2**
 - Equipment from the list of Level 1
 - 2-3 RIBs
 - Set of flags & sound signal
 - Marks and anchor
 - Sailors on the water (if available)
 - Bigger boat (if available)

Application



To apply for a course, applications must be submitted by **25 April 2025**.
[Click here for the application form](#)

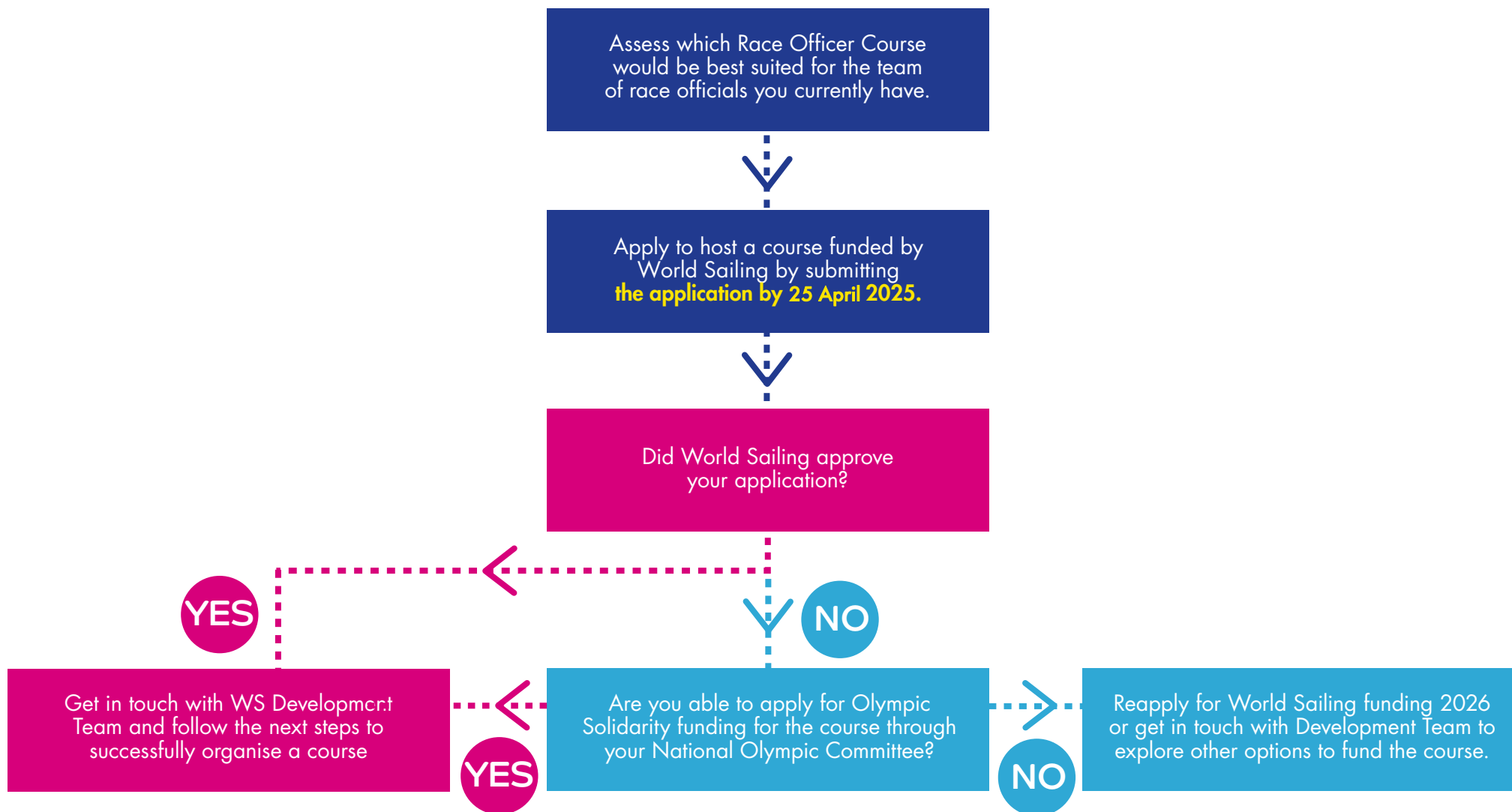
World Sailing will ask for both applicants who would like to apply for World Sailing funding and those interested in applying through Olympic Solidarity to apply by the deadline, to assist World Sailing to coordinate course demands globally with Olympic Solidarity. Level 1 Courses can be run from as early as 30 May, with Level 2 Courses available from September 2025.

World Sailing will then contact all applicants who applied for World Sailing funded courses to inform them of the outcome of their application. For applicants who advised they would like to proceed through Olympic Solidarity, World Sailing shall confirm receipt and send further instruction to proceed to their National Olympic Committee.

Applicants who were unsuccessful in a World Sailing funded course or missed the World Sailing application deadline can still apply for Olympic Solidarity funding for the course through their respective National Olympic Committee.



Step-by-step Guide



Next Steps

Arrange Logistics

Once the application is approved and course funding is secured (either through Olympic Solidarity or World Sailing), the next step is to arrange the logistics for the Race Official Developer. World Sailing will book the travel to the host country for the Race Official Developer, and as the hosts, you are responsible for ensuring the arrangements for the accommodation and meals are in place for the course.

Select Participants

The MNA is responsible for selecting appropriate participants for the course. It is crucial to carefully choose individuals who will contribute significantly to the development of sailing in your country. We strongly encourage prioritising gender equity in your selection process and ensuring that the participant quota for the course is respected. At this stage the MNA is also required to share the participants list with World Sailing to confirm all participants have completed the online 'Fundamentals Course' and meet all the additional requirements if applying for Level 2 Course.

Prepare Documentation

World Sailing Development Team will supply templates for venue information and emergency action plan. Once these documents are completed, they must be submitted to World Sailing **no later than two weeks before the course start date.**

Communication with Race Official Developer

The Development Team will introduce you to the Race Official Developer who will deliver the course. The Race Official Developer may ask for additional details to help with course preparation, such as information about different types of sailing competitions in your country, typical weather conditions, available equipment, and the venue or facilities. The Race Official Developer will also be the person to liaise with regarding the daily itinerary, times, etc.

Support Course Delivery

To support successful course delivery, ensure that adequate facilities and equipment are available. Regularly check in with the Race Official Developer to see if they require anything else to improve the course's efficiency.



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