

ORC Skills and Task List

Committee	Finance	Equipment	Facilities	Rowing Development
T a s k s S k i l l s	Budgeting	Equipment Repair	Boathouse Growth	Purchase Launch Fuel
	Clerical	Erg Cleaning/Maintenance	Carpentry	Coach Local Programs
	Federal Tax Filing	Inventory Control (Parts, Straps, Slings, etc)	Clean Bathrooms	Coach LTR Sculling
	Finance	Launch Motor Maintenance	Dock Construction	Coach LTR Sweep
	Insurance Quotes/Issues	Oar Repair	Electric Work	Coach Men Sweep
	Legal Document Review/Issues	Sculling Oar Rigging	General Maintenance	Coach National Programs
		Shell Repair	Household	Coach Regional Programs
		Trailer Maintenance, Brakes, etc.	Lawn Care	Corporate Rowing Program
		Trailer Towing	Painting	Coxing
		Vehicle Usage for Trailer	Pest Control	Launch Driving
			Plumbing	Project Management (NLTRD)
			Power Washing	Sub Coaching
			Sweep Boathouse	Teaching Proper Erg Technique
			Wash Boathouse Towels	Learn to Row
			Welding	

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Committee	Marketing & Communications	Membership/Social	Regatta	Fundraising	Dragon Boat Club
T a s k s S k i l l s	Graphic Design	Cooking/Grilling	Directing Traffic	Corporate Rowing Program	
	Clerical	Membership Activities	Launch Driving	Finance	
	Email Communications	Membership Growth	Project Management (FL Masters)	Fundraising	
	Social Media	Party Planning	Regatta Organization - Entries	Grant Writing	
	Website Communications		Regatta Organization - Equipment		
	Written Communications		Regatta Organization - Lodging		
	Copy Editing		Regatta Organization - Trailering		
	Marketing				
	Photography				
	Printing (Banners, Fliers, etc.)				
	Promotions				
	Public Relations				
	Publicity				
	Video Production				

