

CYC Staff Code of Conduct

1. Always be a CYC Ambassador

You represent the Yacht Club, whether on or off the water. Present a smiling and helpful face to our membership, our guests, and the Associates. For example:

- Arrive before classes begin and offer encouragement and assistance for children and their parents
- No inappropriate language or discussion topics when you are within ear shot of our young members
- Foster an environment of inclusiveness, especially welcoming new children
- Help tidy up before and after CYC events

2. Be prepared

You are expected to be leaders of the instruction and racing programs and should be prepared prior to any scheduled class or event. For example:

- Complete your class or race planning in advance of the scheduled appointment
- Have all the necessary equipment or materials checked out and ready for use
- Always have the appropriate personal safety equipment with you

3. Demonstrate leadership in the principals of CYC Safety Afloat

You must start by “walking the talk,” or behaving in a safe and seaman-like manner at all times, on or off the job. Any breach of these principals will be treated seriously. Be a leader by explaining how and why to behave according to these and other appropriate safety guidelines. For example:

- Conduct pre-class checks to ensure that you and your students have all required safety equipment and boats are properly rigged before getting on the water
- Do not permit, and certainly do not promote, horseplay on Little Pier or aboard a CYC power boat at any time
- Always wear the kill switch clip and use responsible judgment when operating the power boats

4. Respect the Island rules

You and CYC are guests of the Chapoquoit Associates. You are responsible for your actions as well as for reporting other violations you observe to the Program Director. Disrespect for Island rules may be grounds for immediate dismissal. Please be considerate for this wonderful place. For example:

- Comply with the 15 MPH restriction at all times (10 MPH is recommended)
- Minimize the number and frequency of car trips on and off the Island
- Do not loiter on the Island before or after your scheduled responsibilities
- Keep CYC equipment and activities at the Barn and Little Beach organized and in control

5. Avoid drugs and alcohol

You must be drug- and alcohol-free. Illegal use of drugs or alcohol will not be tolerated and may be grounds for immediate dismissal. In addition, CYC has a no smoking policy for its staff.