

National Race Officer Certification Requirements

A National Race Officer is expected to be able to go anywhere in the country and serve as the principal race officer or race management consultant with any race committee to properly run any race or regatta, including national championship events. This includes organizing the event and the race committee, writing correct notices of race and sailing instructions, and doing the scoring.

In order to qualify as a National Race Officer, you must:

- [be a member of US Sailing](#)
- be at least 21 years old
- be recognized as having outstanding personal character
- have experience as a racing sailor (no time limit)
- maintain current [SafeSport](#) training and background screening
- maintain current First Aid and CPR training
- own the current version of *Join the Race Committee Team*
- own the current version of the *Race Management Handbook*
- own the current US Appeals and World Sailing Cases books
- have experience in all race committee jobs, including scoring
- be recommended by both:
 1. a competitor¹ in an event at which you were the principal race officer, and
 2. a US Sailing National Race Officer, National Judge or World Sailing Race Official¹ who has observed your work as a race officer
(The above recommendations may not be provided by a member of the local sailing organization that is endorsing you.)
- be endorsed by a flag officer¹ or equivalent of your local sailing organization, which must be affiliated with US Sailing
- meet one of the following requirements:
 1. have completed or been the primary instructor at an approved US Sailing Advanced Race Management Seminar, or
 2. have completed a World Sailing (WS) IRO seminar, or
 3. have accumulated sufficient Continuing Education Units (CEUs), as described in Continuing Education Guidelines for Race Officers
- successfully pass the US Sailing Advanced Race Management objective test at the National level (90% or higher) (not required for people who have been the primary instructor at a US Sailing Advanced Race Management Seminar)
- successfully pass the National Race Officer Problem Solving Test
- for initial NRO certification, be evaluated in detail and recommended without qualification by a US Sailing National Race Officer who has observed your work on the water as a principal race officer throughout a regatta;
- have taught at least two race management seminars (not necessarily US Sailing approved)

- maintain an up-to-date record of your race management activities in US Sailing's Sailing Officials Automated Reporting System ([SOARS](#))
- have been the principal race officer or race management consultant² at least five times in the USA, including at least one national or higher level event (a major regatta that determines a national or higher level championship)
- have been the principal race officer at two or more out-of-venue events (other than the area in which you customarily work), including one where current is a factor
- have had race committee experience (not necessarily as PRO) at a match or team racing event
- have the breadth of experience necessary to properly run races for the types of boats, competitors, racing formats and events run anywhere in the country
- be recommended without qualification by your [Area Race Officer](#)

¹ Neither an Area Race Officer nor a member of the US Sailing Race Management Committee may serve as this reference.

² In order to use an event at which you were the race management consultant as one of your major events, you must attach a letter of appointment for that role from the organizing authority a brief statement describing your responsibilities and identifying the PRO. A maximum of two of the required major events may be ones at which you were the race management consultant.

Experience: All of the experience except the racing must take place during the four-year period ending at the time the complete application package is received by US Sailing. The minimum experience requirements must be met at events in the USA.

SafeSport training and background screening: All certified officials are required to maintain periodic SafeSport training and background screening. Please see the [SafeSport & Race Officials](#) page for more information on this requirement.

SOARS: Applicants for certification and all certified race officers are required to record their race management activities in [SOARS](#). For assistance using SOARS, please download the documentation available at the bottom of each page or contact your Area Race Officer (ARO).

Recommendations and Local Sailing Organization (LSO) endorsement: Recommendations are required for initial applications only, unless requested for recertification by your ARO. LSO endorsement is required for initial and renewal certification. Both are available on the [certification forms page](#). Please ask a flag officer or equivalent to submit your LSO endorsement.

Deadlines: The Area Race Officer Working Group (AROWG) and the Race Management Committee (RMC) consider applications for National Race Officer certification and renewal in March, June, September and December. Only complete applications will be considered. You should ensure that all application materials, including references, are submitted at least six weeks before the meeting.

Renewal: In order to renew at your current level of certification, you must submit an [application](#) and continue to meet all of the other program requirements, including attending required continuing education events and passing the appropriate test.

You are not required to resubmit references unless requested to do so by your ARO. However, you must either receive a detailed NRO on-the-water evaluation from a US Sailing National Race Officer who has observed your work as the race officer throughout a regatta, or re-take the Problem Solving Test. Once you have taken a PST or received a NRO evaluation, you may not switch to the other option.

Race Official Insurance: Certified officials are covered under US Sailing's [liability insurance](#) policy while they are acting as volunteers for US Sailing. Coverage is in effect as long as your membership and certification are current.

Lapsed membership: You must maintain your [US Sailing membership](#) to keep your race official certification current. If your membership has lapsed, you may be reinstated as a race official for the balance of your term if your membership is renewed within 60 days.

Expiring certification: Your certification expires on December 31 of the fourth year of your term. US Sailing must receive your renewal application by November 1 to ensure that your certification and insurance coverage continue uninterrupted.

An application received after November 1 will be treated as a renewal if the application is received by May 1 of the following year and will be considered by the AROWG and RMC at their next meetings. Your certification and insurance coverage will be restored when your application is approved. If you apply for recertification after May 1, you may be required to meet all of the requirements for initial certification at the discretion of the Race Management Committee.

[Apply to be a race officer](#)

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