

## **Team River Runner**

### **Regional Coordinator Role and Responsibilities**

1/1/2018

#### **Regional Coordinators Role**

Team River Runner has now grown to 60-plus chapters across the United States, and to better facilitate communication and support the role of Regional Coordinators (RC) is taking on new importance. The RC serves as the conduit of information from TRR National to chapters assigned to them. In addition the RC's, as proven Chapter Coordinators, serve as advisors and provide support to their chapters. RC's may have 3-12 chapters within their region.

#### **Chapter Support**

It is important that the Regional Coordinators develop a relationship and rapport with their regional Chapter Coordinators, and work to the point where they understand the unique programs of each chapter's strengths and weaknesses, assisting where possible to move everyone forward together. When required, the RC might work with the Chapter Coordinator to offer suggestions to solve challenges and to share ideas that have been proven to work. The Regional Coordinator should generally be the first point of contact for a Chapter Coordinator when they are seeking advice or assistance from TRR National. A good example is sharing of ideas on how a chapter might better work with their local VA, improve outreach to Veterans, conduct a community event, participate in local activities, etc.

#### **Information Flow – TRR National to RCs to Chapters**

Team River Runner National receives funds from various grants and strives to fulfill equipment and training requirements for chapters on an as-needed basis. This situation sometimes requires that TRR National communicates directly with chapters but also informs the RC's so they are aware of what is being provided in their region. TRR National also works with the RCs' to share information about national and regional clinics, as well as alerting them to new information that the chapters should be aware of.

Team River Runner National requests the RC's to be aware of how active their chapters are, how frequently they are on the water, if they are documenting events in ORS, and other items pertinent to successfully running a nationally-focused organization.

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**Information Flow - Chapters to RC to TRR National**

When chapters have equipment or education requirements those requirements should be vetted and approved thru the Regional Coordinator prior to submission to TRR National. If there are challenges that a chapter faces that can not be resolved by the RC then it should be communicated by to TRRN. The RC should always serve as an advocate and active voice for their chapters.

**Frequency of Communication**

TRR National will communicate once a quarter with RC's to keep them informed. RC's should communicate once a quarter (or better yet, monthly) with their chapters by whatever means they desire as to the health of the chapter.

**Regional Clinics**

When available funds permit, RC's will be provided with modest funding from TRR National to hold regional paddling events. The amount of funding will be determined by availability and regional requirements.

**Formal Training**

When available funds permit, RC's will be provided with modest funding from TRR National to hold ACA training events. The amount of funding will be determined dependent on availability of funds and regional requirements.

**New Chapters**

When a new chapter is first building its program TRR National will initiate a process to provide operating procedures, equipment and if required, training to that chapter. The RC will be alerted of a new chapter starting in their region and be as asked to communicate with the new chapter, offering practical advice and lessons learned to assist the new chapter. Emphasis should be placed on safety procedures, outreach, use of waivers and inputting data into ORS, and generally to provide confidence to the new CC as they start their chapter. If at all possible the RC should meet in person with the CC and help conduct one of the new chapter's first outings. TRRN will pay expenses for the RC to travel for this event.

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**Hierarchy**

The RCs first communication point with Team River Runner National for regional issues will be the TRR National Program Director.

**Current Regions**

- SE
- Rockies
- North Central
- Mid Atlantic
- NW
- Texas Oklahoma
- Florida
- Western
- NE