

The Downtown Sailing Center Sailing/Powerboating/Kayaking Coach: Position Description

February 2021

The Downtown Sailing Center provides quality educational and life enriching programs that promote self-esteem and teamwork through the joy of sailing. The Downtown Sailing Center is committed to promoting an environment of inclusiveness and accessibility, especially to youth, persons with disabilities, and those with limited opportunity.

The Downtown Sailing Center (The DSC) is recruiting Sailing, Powerboating and Kayaking Coaches for the 2021 season. Coaching positions include sailing and powerboat coaching opportunities. Positions available include:

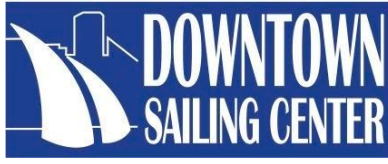
- Certified Level 1+ Instructors for Summer Camp
- Basic Keelboat Certified Instructors (April - October)
- Adult Ed Instructors (certifications encouraged but not required)
- Junior Camp Instructors (must be 16 years old or older)
- Certified US Powerboating Instructors (April- October)
- Certified ACA Kayaking Instructors (April-October)
- Counselors in Training/Sailing Instructor Trainees (CIT/S.I.T.s) - 15-17 yrs old

Overview

The DSC accepts sailing coaches who have diverse skills and interests. Our youngest staff are 15 years old, developing skills to become Camp Instructors; our oldest coaches are in their seventies. The DSC has a strong base of coaches but is always looking to grow its coaching staff.

The ideal candidate will have the following qualifications:

- Ability to pass a background check
 - The DSC pays for background checks
 - Background checks for persons working with adults focus primarily on preventing employment for persons who are in the Sex Offender Registry (felony convictions are assessed on a case by case basis)
 - Staff working with youth are subject to CJIS and CPS background checks per state guidelines
- Appropriate level of coaching experience for the course taught
- Adherence to The DSC COVID-19 protocols, including mandatory mask wearing during the pandemic response
- Demonstrated success in utilizing curricula and lesson plans (adult coaches)
- Excellent interpersonal skills, including verbal and listening skills
- US Sailing Instructor Certifications (for BK, Powerboat, and Siebel Sailors lessons)
 - Youth Staff may earn certifications through the CIT program



Responsibilities

- On-site facilitation of program events
- Willingness to learn, grow, and complete other duties as assigned
 - Other duties assigned include maintaining a clean and safe working environment

Hours, Location, and Reporting

This is an on-site, part time exempt seasonal position. Summer camp runs weekdays from 8AM - 5PM. Other courses are held on weekends from 8AM - 5PM, on Sunday afternoons, and Tuesday Evenings. Sailing and Powerboating Coaches report to the Programs Manager(s) and to The DSC's Executive Director. Punctuality is paramount.

Wage and Benefits

US Sailing Basic Keelboat, Level 2+ Small Boat, and US Powerboating Certified Instructors make a base pay rate of \$15/hr. Level 1 Certified Instructors receive a base pay rate of \$13/hr. Work opportunities are flexible, with part time employees working between 3 hrs/month and 40 hrs/week during summer camp season. Qualified candidates for the CIT Program are employed at the state minimum wage.

All employees are W2 employees.

Application Procedure

Applicants should submit a cover letter and resume in .pdf form and apply by emailing The DSC staff via info@downtownsailing.org

More information can be found at <https://downtownsailing.org/employment>.

CIT candidates may email The DSC staff with interest (resume and cover letter optional) via info@downtownsailing.org

The Downtown Sailing Center is an equal opportunity employer affording all employees and job applicants fair and equal treatment. The Downtown Sailing Center complies with the letter and spirit of all applicable federal, state, and local laws prohibiting employment discrimination, including discrimination based on race, age, gender, gender identity, gender expression, religion, national origin, marital status, family responsibilities, sexual orientation, veteran status, HIV status, disabilities, and any other protected class. The Downtown Sailing Center strongly pursues diversity in its hiring practices, and encourages women, people of color, persons with disabilities, lesbian, gay, bisexual, and transgender persons to apply.