



CCIA JUNIOR SPORTS PROGRAM 2022

Head Sailing Instructor - Job Description

THE JOB:

The Head Sailing Instructor assists the Sailing Program Director to manage and lead the Junior Sailing Program (ages 8-16), at the Christmas Cove Improvement Association (CCIA). Developing and putting into practice a robust instructional program that supports the growth of young sailors from beginner Opti through Opti and 420 racing is the central responsibility of this position. The CCIA Junior Sailing Program often includes up to 360 participants throughout the 8 week summer season.

As one of two Head Instructors at the CCIA along with the Program Directors, the Head Sailing Instructor is highly visible to the community and oversees high school-age and college-age staff. Therefore, the Head Sailing Instructor must be a positive, mature and authoritative role model for the staff and a friendly, community-oriented face of the Junior Program for member families.

The position is Monday through Friday (generally 35 hours per week), and includes office and supervisory responsibilities on certain weekends, along with some off-duty time spent as needed developing lessons and meeting the needs of the sailing program. This position reports to Sailing Program Director and CCIA Club Manager(s) and is supported by the Vice President of the Junior Sports Program and the Junior Sailing Program Committee. CCIA housing is provided for the Head Sailing Instructor, the Head Swimming Instructor and the Program Directors.

DUTIES:

- Conduct and supervise sailing classes at all levels as well as weekly races following the curriculum established by the Sailing Program Director.
- Supervise the Assistant Head Sailing Instructors and up to five high school and college age staff instructors.
- Maintain club sailboats, motorboats and sailing equipment.
- Following the lead of the Sailing Program Director, coach the racing team in developing skills in all aspects of 420 and Opti racing.
- Support, organize and supervise interclub regattas as directed by Sailing Program Director.
- Create a safe and positive learning experience for our children, developing and overseeing seaman-like discipline on the water, including safe boat handling and proper care of the CCIA equipment.
- Working with Sailing Program Director, conducting adult clinics as needed.
- With the Sailing Program Director, plan and lead the sailing portion of the Junior Sports award ceremony at the end of each session.
- Participate with the Program Directors and Head of Swimming in a variety of CCIA activities carried out under the direction of the Club Manager(s). Such activities include, but are not limited to assisting with Recognition Night, Club social events, including weekends, and Club opening and closing responsibilities.

QUALIFICATIONS:

- Current college competitive sailor and/or current sailing professional with strong skills and robust competition experience
- US Sailing Small Boat Instructor Level 1 Certification required and Level 2 Certification a plus
- Current Red Cross Advanced First Aid and CPR/AED Certification
- Experience overseeing teen or peer-aged staff in any setting

- Experience teaching beginner level sailors in Optis and 420s
- Experienced at all aspects of Opti and 420 races including spinnaker and trapeze use
- Competency in day-to-day sailing fleet maintenance
- Valid driver's license, boat trailering experience if possible
- Experience working with and motivating children of kindergarten through high school ages
- Ability to contribute positively as a team member in a working environment and as a housemate in a living environment is essential
- Able to lead, prioritize, organize, delegate and communicate

ADDITIONAL REQUIREMENTS AND INFORMATION

* All CCIA Junior Sports Program staff are expected to participate in the Junior Program picnics, Recognition Nights and Swim Days, and to help with clambake preparation and other club activities, if needed. Also, it is important for all instructors to participate in set-up and clean up days.

*All CCIA staff must understand that they are role models for the younger members. Maturity, consideration, enthusiasm, discipline, skill and safety awareness are attributes needed at all times at work and after hours, particularly given the age-range of the staff and on-campus residences for the Head Instructors and Program Directors.

* Housing is provided for Head Instructors and Program Directors of Sailing and Tennis in the CCIA's instructor cottage.

LOCATION:

The Christmas Cove Improvement Association is a coastal summer community located in South Bristol, Maine approximately one hour and fifteen minutes north of Portland. Information about the club can be found at: www.cciamaine.org

SALARY:

Compensation commensurate with experience. A small food stipend is provided.

CONTACT:

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