



## CCIA JUNIOR SPORTS PROGRAM 2022

### Sailing Program Director Optis/420s - Job Description

#### **Christmas Cove Improvement Association, South Bristol, Maine**

The Christmas Cove Improvement Association (CCIA) is a summer community in beautiful mid-coast Maine approximately 1 hour fifteen minutes north of Portland. The junior sailing program supports young sailors ages 8-16, and participates in local and regional regattas. The well-maintained instructional fleet currently consists of 18 Optimists, 7 420s and 5 coaches boats.

This position is a visible and substantial leadership role in the sailing program and in the community as a whole. Sailing Program Directors often make deep friendships with families and peers and return to visit for many years after their tenure.

#### **Sailing Program Director Job Description**

For Summer 2022 the CCIA is seeking a Sailing Program Director. The Sailing Program Director manages and leads the Junior Sailing Program and works closely with the Head Sailing Instructor and Club Manager. He or she is responsible for, among other things:

- supervising and evaluating a staff that usually consists of a Head Sailing Instructor and numerous instructors,
- setting curriculum and lesson plans for all levels and ensuring that staff is following plans, that children are appropriately placed in classes and progressing toward goals,
- in conjunction with Head Sailing Instructor, coach racing classes in developing skills,
- overseeing maintenance of motorboats and sailboats which includes leading staff in preparation of the boats during set-up week,
- serving as liaison with the boatyard for fees and services,
- creating a safe and positive learning experience for all children,
- working with Club Manager in creating consistent, positive incentives for good behavior and consistently apply consequences of poor behavior,
- serving as liaison between the staff and the CCIA Adult Sailing Fleet, which may include attending Fleet meetings,
- organizing with the Head Sailing Instructor participation in club, local and regional regattas and providing on-site coaching,
- coordinating with the Head Sailing Instructor special sailing events for children and/or adults as directed,
- performing additional duties with the Heads of Sailing, Swimming and Tennis to offer Junior Program events, occasionally assisting with Club events or weekend office support.

#### **Qualifications**

Candidates should be motivated, independent college-age or older sailors who enjoy working with children and will be mature role models for younger staff members. They must have:

- US Sailing Small Boat Level I Certification and Level II Certification,
- Current First Aid and Advanced CPR Certification,
- Extensive experience as a participant in competitive youth and collegiate sailing,
- Extensive experience teaching beginner through intermediate level sailors in Optimists and 420s (using spinnakers and trapezes),
- Experience managing a staff ranging in age from high school to early college,
- Competency in day-to-day sailing fleet maintenance,
- Proven ability to organize and manage a comprehensive competency-based sailing program,
- Familiar with all aspects of running races,



- Strong communication, organizational and leadership abilities with respect to children, parents and young staff alike.

**Salary**

Very competitive and commensurate with experience. Housing is provided in the Club's waterfront instructors' cottage and a food stipend is provided as well.

**Contact**

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