HINGHAM YACHT CLUB

Director of Junior Sailing & Waterfront Programs

Hingham, Massachusetts | Full-Time Summer

Leadership opportunity: Lead and strengthen a respected youth sailing and waterfront program serving beginners through advanced racers.

About Hingham Yacht Club

Founded in 1895, Hingham Yacht Club (HYC) is home to a vibrant junior sailing program serving youth sailors from beginner through advanced racing levels. Located in Crow Point overlooking Hingham Bay, HYC is committed to providing a safe, engaging, and inclusive environment where young sailors develop confidence, seamanship, sportsmanship, and a lifelong passion for boating and competition.

We are seeking an experienced, energetic, and highly organized professional to lead and elevate our Junior Sailing Program. This highly visible leadership role oversees all aspects of the club's sailing and swimming programs, including staff leadership, curriculum development, waterfront operations, safety management, parent communications, and program growth.

The ideal candidate is an accomplished youth sailing leader with strong operational instincts, proven staff management experience, and a passion for developing both sailors and instructors.

Position Summary

The Director of Junior Sailing & Waterfront Programs provides overall leadership and management of Hingham Yacht Club's Junior Activities Program, including sailing and swimming instruction. The Director is responsible for the successful planning, execution, and continuous improvement of all program activities while fostering a positive culture centered on safety, fun, learning, and competitive excellence.

The Director serves as the primary point of contact for participating families and works closely with club leadership, coaches, instructors, volunteers, and committee members to deliver an exceptional member experience.

Key Responsibilities

Program Leadership & Administration

- Provide overall leadership and management of the Junior Sailing and Swimming Programs.
- Develop and implement annual program goals, priorities, and operating plans.
- Establish and maintain high standards for safety, instruction, professionalism, and participant experience.
- Collaborate closely with club leadership and committees to support strategic program growth.
- Maintain program records, reports, schedules, and operational documentation.

Staff Leadership & Development

- Recruit, hire, train, supervise, mentor, and evaluate instructors, coaches, lifeguards, and junior instructors.
- Lead preseason staff training and ongoing professional development.
- Establish staff expectations and maintain a positive, accountable team culture.
- Conduct performance evaluations and provide regular coaching and feedback.
- Manage staff scheduling and ensure adequate program coverage.

Curriculum & Participant Development

- Oversee the development and implementation of age-appropriate sailing and swimming curricula.
- Ensure consistent instructional standards across all program levels.
- Support participant advancement through clearly defined skill progressions.
- Provide meaningful feedback to sailors and families regarding individual development and achievement.

- Promote both recreational participation and competitive racing opportunities.

Safety & Waterfront Operations

- Maintain a culture where safety is the highest priority.
- Enforce all applicable club policies, emergency procedures, and waterfront safety standards.
- Monitor weather and water conditions and make operational decisions regarding program activities.
- Maintain emergency action plans, incident documentation, and safety equipment.
- Ensure staff are properly trained and equipped to respond to emergencies.

Regattas & Special Events

- Support junior racing development and participation in local, regional, and national regattas.
- Coordinate logistics and coaching support for regatta participation.
- Assist with planning and execution of junior program events, parent orientation sessions, awards programs, and club-sponsored youth sailing activities.
- Serve as a visible ambassador for Hingham Yacht Club at sailing events and within the broader sailing community.

Parent & Member Communications

- Serve as the primary communication link between the program and participating families.
- Provide timely updates regarding schedules, events, weather-related changes, and program initiatives.
- Address participant and parent concerns professionally and constructively.
- Foster strong relationships with sailors, families, volunteers, and club leadership.

Qualifications

Required

- Minimum five years of progressive experience in junior sailing, waterfront recreation, youth development, or related program leadership.
- Demonstrated experience supervising, mentoring, and developing instructional staff.
- Strong organizational, administrative, and communication skills.
- Ability to lead in a dynamic outdoor environment and make sound operational decisions.
- Current CPR, First Aid, and AED certification, or ability to obtain prior to start date.
- US Sailing SafeSport training, or ability to obtain prior to start date.
- Valid boating safety certification.

Preferred

- Prior experience as a Program Director, Waterfront Director, Head Coach, Head Instructor, or similar leadership role.
- US Sailing Level 2, Level 3, or Small Boat Program Director certification.
- Competitive sailing and racing experience at the high school, collegiate, or club level.
- Experience operating coach boats and supporting sailing programs in coastal environments.
- Experience working with volunteers, committees, and member-driven organizations.

Working Conditions

- Work is performed primarily outdoors in a coastal waterfront environment.
- Position requires active participation on and around the water.
- Ability to swim and safely operate motorized coach boats.
- Ability to lift and move equipment weighing up to 50 pounds.
- Availability to work occasional evenings and weekends associated with regattas, events, and program activities.

Why Join Hingham Yacht Club

This is a unique opportunity to shape the future of one of the South Shore's most respected junior sailing programs. The successful candidate will have the ability to influence program direction, develop young sailors and coaches, expand participation, and create lasting experiences for HYC families.

To apply, please submit your resume and a brief cover letter to programdirector@hinghamyachtclub.com. Applications will be reviewed on a rolling basis and submissions close November 6, 2026.