Head Sailing Instructor/Coach
Job Description

The Waquoit Bay Yacht Club Foundation (WBYCF) seeks an experienced Head Sailing Instructor/Coach to develop, manage, and teach WBYCF's 10-week summer sailing programs.

About Waquoit Bay Yacht Club (WBYC)

The Waquoit Bay Yacht Club is located at the head of beautiful Waquoit Bay, along the southern coast of Cape Cod, in the town of Falmouth. Founded in 1926, the Waquoit Bay Yacht Club is a family oriented yacht club offering a seasonal program for young people and a year-round social program for adults. The Club's purposes are to encourage and promote the sport of yachting, to provide and maintain a suitable clubhouse and anchorage, and to assist in improving the waters of Waquoit Bay. The Waquoit Bay Yacht Club Foundation manages the sailing program on behalf of the WBYC.

The HEAD SAILING INSTRUCTOR/COACH is responsible to facilitate our mission and for the overall design, operation, and instruction of WBYCF's 10-week summer sailing programs in accordance with the policies and directions from the Youth Committee Chairperson or designee.

WBYCF's program is offered to children ages 8+ and adults in Optimists and 420's. The Head sailing Instructor/Coach the lead employee for the sailing program and is expected to work with the Youth Committee to recruit, train, and supervise assistant sailing instructors and have strong sailing and teaching experience. The ideal candidate must be organized, professional, strong communications skills, proactive, hands-on, and work well with our membership and community. This position requires balancing off the water and on-water responsibilities and properly managing program's operations.

WBYCF is interested in someone who can commit to multiple years in the position and play a key role in the development and strategic direction of our programming.

Time Commitment:

Contract, Seasonal, Monday through Thursday from 8:00 AM to 4:30 PM
*Candidates will be considered only if available from June 15 to August 21

Qualifications and Experience Requirements

- Minimum 2 years working as a head sailing instructor in a comprehensive youth sailing program
- US Sailing certification Level 1 Instructor, current First Aid and CPR certification
- Thorough knowledge of small boat sailing, seamanship, small powerboat handling, racing skills, and sportsmanship
- Commitment to teaching and working with kids
- Capable of general boat maintenance

- Experience in race management including but not limited to course management, scoring, protests, etc.
- Valid US driver's license

Responsibilities

- Recruit, train and supervise assistant sailing instructors and coordinate orientation and training program with assistants prior to program season in conjunction with the Youth Committee Chairperson or designee
- Supervise sailing program and ensure safety for all participants
- Manage all administrative aspects of sailing program operations, including keeping up to date records, supervising and directing sailing staff in record keeping, attendance records, performance ratings, medical forms for students and staff, and ensure adherence to all policies and guidelines
- Generate enthusiasm and commitment to learning while maintaining a commitment to WBYCF's program objectives: safety, fun, learning, and sportsmanship
- Communicate with parents, sailors, and other WBYCF staff effectively and with respect
- Teaching and enforcing proper care and storage of all WBYCF equipment
- Make full and constructive use of the time scheduled for classes, and show creativity and excitement with their classes to the best of their ability
- When scheduled, act as Race Committee during sponsored races
- Care of minor repairs as needed (i.e. replacing frayed lines, broken shackles or cleats and ring dings, etc.) - Youth Committee Chairperson or designee will handle repairs or maintenance of a more serious nature (i.e. hull damage, ripped sails, power, etc.

Job Requirements Governance, Reporting Structures & General Responsibilities

The Head Sailing Instructor/Coach reports directly to the Youth Committee Chairperson or designee of Waquoit Bay Yacht Club Foundation (WBYCF). In addition to these duties, all staff members are required to help maintain the Club facility and participate in social activities planned for the Sailing program such as fundraiser and optional regattas. The staff reporting directly to the Head Sailing Instructor/Coach consists of contract, seasonal Assistant Sailing instructors.

Additional Specific Responsibilities

- Prior to employment, the successful candidate will have a reference and background check conducted

Salary

Commensurate with Experience