

Zig Zag Yacht Club



Job Description

Position: Sailing Instructor Coordinator

General description:

Appointed by the Board and reporting to the Club Directors, this position is responsible for organizing and supervising the Summer Sailing Program, as well as some instruction. Adherence to Club COVID-19 protocols is mandatory.

Specific responsibilities include:

1. Assigning and supervising paid instructors, with assurance of their appropriate skills and safety training qualifications/certifications.
2. Scheduling instructional groups and instructors.
3. Assisting with boat set-up, storage and routine care.
4. Ensuring all lessons are well planned for the week of program.
5. Supervising use and maintenance of Club equipment and facilities during the Sailing Program.
6. Directing safety measures for all onshore and on-the-water training aspects of the Sailing Program.
7. Ensuring compliance with legal requirements for youth programs, including completion of coach/instructor checks, and that appropriate supervision, safety measures and parental authorization are in place.
8. Cleaning tasks related to use of Club facilities by participants.
9. Other functions and tasks within the above general scope of responsibilities, as assigned by the Club Directors.

Qualifications:

- CANSail Fundamental Course Provincial Sailing Association
- CANSail 1 & 2 Instructor and CANSail 3 & 4 Instructor
- First Aid & CPR Standard Level First Aid – (From a Nationally recognized provider, with a course length of a minimum of 13 hours; (ex: St. John Ambulance, Canadian Red Cross, other accredited)
- Coach Boat Safety Course (ex: Provincial Coach Boat Safety Course or Sea Cadet S.C.O.P. Course)
- Pleasure Craft Operator Card Boating License Transport Canada

The successful applicant must provide a Criminal Record Check that includes a Vulnerable Sector Search, Child Abuse Registry Check prior to the commencement of employment.

Anticipated time demands (after initial familiarization period): 20-40 hours per week during the Summer Sailing Program. The orientation sessions on July 2 and 3 are mandatory.

Salary: Commensurate with experience and training and according Provincial pay scale.

To apply, fill out application at <https://tinyurl.com/aq69q9i3>, and submit resume and reference to: Kate & Uwe Baumann, Club Directors, info@zzyc.ca

Deadline for Application is: March 15, 2021

We thank all who apply, however only those selected for an interview will be contacted.