

Zig Zag Yacht Club

Job Description

Position: Sailing Instructor Coordinator



General description:

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

Specific responsibilities include:

- Assigning and supervising paid instructors, with assurance of their appropriate skills and safety training qualifications/certifications.
- Scheduling instructional groups and instructors.
- Assisting with boat set-up, storage and routine care.
- Ensuring all lessons are well planned for the week of program.
- Supervising use and maintenance of Club equipment and facilities during the Sailing Program.
- Directing safety measures for all onshore and on-the-water training aspects of the Sailing Program.
- 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.
- Cleaning tasks related to use of Club facilities by participants.
- 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 are mandatory.

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

To apply, fill out application at www.zzyc.ca and submit resume and reference to cd@zzyc.ca

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