

Camp Dudley

Sailing Instructor Job Description

Job Title: Sailing Instructor
Reports to: Boathouse Director

Position Purpose:

To further Camp Dudley's mission through the planning of sailing activities at the Avery Boathouse; to deliver sailing lessons and activities that are safe, fun, and appropriate to the campers' age and abilities; to assist in the management to the physical operation of the boathouse facility and equipment.

Essential Job Functions:

1. Deliver a developmentally appropriate sailing program to campers
 - ♦ Write (with the help of Boathouse Director) lesson plans that meet Camp Dudley's sailing curriculum and the abilities of the campers.
 - ♦ Lead Sailing Majors for all camp divisions.
 - ♦ Evaluate sailing abilities of campers and staff.
 - ♦ Deliver creative sailing activities.
 - ♦ Evaluate the success of the sailing program and the development of each camper's sailing abilities and skills.
2. Ensure camp staff and campers are trained in and follow safety procedures for sailing
 - ♦ Assist in the implementation of staff training in the sailing area.
 - ♦ Train Leaders, ALs, and JJs in their responsibilities when assisting with sailing.
 - ♦ Ensure campers and staff follow safety procedures.
3. Assist in the management and care of the physical facilities and equipment in the boathouse area
 - ♦ Conduct a daily check of the area and equipment for safety, cleanliness, and good repair.
 - ♦ Clean waterfront area daily, keeping it free of hazards and debris.

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- ♦ Assist in the planning of any special events at the boathouse.
- ♦ Write end-of-season sailing report to be included in Boathouse Director's report.
- ♦ Participate in night duty as assigned.

Relationships:

The Sailing Instructor will work closely with the Boathouse Director, Waterfront Director, Program Director, and Maintenance Team. In addition, the Sailing Instructor will work closely with Leaders, ALs, and JJs with specific regard for their role as support during Sailing Majors.

Equipment Used:

The Sailing Instructor will oversee all operations of the sailing program. She/he will be responsible for all equipment used in the sailing program, and will be assigned use of the camp motorboats. She/he will be responsible for identifying potential safety hazards and working with the Maintenance Team to repair them.

Qualifications (*Minimum qualifications and experience*)

- ♦ Current certification in lifeguard training or equivalent.
- ♦ Current certification in sailing instruction or related experience.
- ♦ Current certification in first aid and CPR.
- ♦ Prior experience sailing.

Knowledge, Skills, and Abilities:

- ♦ Training and experience in sailing specific boats that are at the camp.
- ♦ Desire and ability to work with children.

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) and provide necessary instruction to campers and staff.
- ♦ Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- ♦ Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate management techniques.
- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.