



Dillon Yacht Club Junior Sailing

Job Description: Senior Instructor

Date	Developed – 2005, Updated – Feb 2018
Reports To	Program Director
Job Duration	12 weeks, including set-up and break down before and after session dates; 2018 Dates: June 4 – August 24
Position Overview	Provide sailing instruction to all classes offered by DYC Junior Sailing under leadership of the Program Director

Qualifications

- Minimum 18 years of age
- Comprehensive sailing experience in all weather conditions
- Previous experience teaching sailing and working with groups of children
- Boaters safety license
- Ability to drive a power boat according to DYCJSP guidelines
- Knowledge of the rules of sailing
- Ability to work with groups of children, ages 10-18
- CPR & First Aid certification required
- US Sailing Small Boat Level 1 Instructor certification required

Responsibilities

Teaching

- Plan and/or update curriculum and instruction based on class level ability
- Develop and teach curriculum for beginner and intermediate classes
- Prepare fun and meaningful lesson plans for each day of class
- Complete Small Boat Sailing records with students daily
- Follow the teaching guidelines for each level. Utilize information provided by US Sailing
- Maintain a positive attitude with students
- Track student progress
- Handle discipline situations with instructors, students, and parents

Safety

- Operate safety boat to include rescue according to DYCJSP guidelines
- Ensure safety of all students and other instructors
- Know where First Aid kit is located and ensure it is maintained
- Make sure all students are wearing a lifejacket when on the dock and boats
- Follow the rules of the Dillon Marina and DYCJSP

Other

- Attend home and away regattas as necessary
- Handle check-ins on the first day of camp when necessary
- Maintain inventory of supplies and equipment
- Report repairs to Program Director in a timely manner
- Handle minor repairs
- Maintain clean equipment storage and outside areas
- Know all students and parents by name
- Assist in cleaning clubhouse at the end of each day of class