



CCIA JUNIOR SPORTS PROGRAM

Assistant Head Sailing Instructor - Job Description

Duties: Assist in sailing instruction at all levels, both teaching and planning, assist in maintaining sailboats, motorboats and equipment, assist in interclub competition planning and execution. Take full responsibility for the sailing program when the head sailing instructor is unavailable.

Age: Must be 17 years and have completed junior year in high school (minimum)

Prerequisites: Previous experience as junior instructor in CCIA sailing program or equivalent, strong sailing skills and demonstrated ability to assist in organization and management, US Sailing Small Boat Instructor Level 1 Certification, Current Red Cross Lifeguard Training, CPR/AED and First Aid Certification; proficient in handling a coach's boat; participation on high school sailing team or equivalent preferred.

ADDITIONAL REQUIREMENTS AND INFORMATION

- ** All CCIA Junior Sports Program employees are expected to participate in the Junior Program picnics, Recognition Nights and Swim Days, and to help with clambake preparation and other club activities, if needed. Also, it is important for all instructors to participate in either the set up or clean up days.
- ** Junior instructor positions are available for all of either Session 1 or Session 2. In some circumstances, we may hire a junior instructor for both sessions.
- ** Junior sailing instructors may participate in sailing regattas at the discretion of the Club Manager and Program Director for sailing. Permission will be based on staffing requirements since the junior instructors' availability is vital to the instruction and safety of the classes they supervise.
- ** All CCIA staff must understand that they are role models for the younger members. Maturity, consideration, enthusiasm, discipline, skill and safety awareness are attributes needed at all times at work and after hours.

Duties: Assist in sailing instruction at all levels, help rig boats before class and de-rig and secure boats and equipment after class; assist in Club competition races; help maintain boats and equipment. Follow the lead of sailing staff leadership in tasks requiring more experience. Junior versus Senior Instructor designation will be based on teaching experience and merit.

Age: Must be 17 years old or older and have completed sophomore year in high school (minimum)

Prerequisites: Previous experience in the CCIA sailing program or equivalent, strong sailing skills and demonstrated ability to set an example for others and lead. US Sailing Small Boat Instructor Level 1 Certification, Current Red Cross Lifeguard Training, CPR/AED and First Aid Certification; proficient in handling a coach's boat; participation on high school sailing team or equivalent preferred.

ADDITIONAL REQUIREMENTS AND INFORMATION

- ** All CCIA Junior Program employees are expected to participate in the Junior Program picnics, Recognition Nights and Swim Days, and to help with clambake preparation and other club activities, if needed. Also, it is important for all instructors to participate in either the set up or clean up days.
- ** Junior instructor positions are available for all of either Session 1 or Session 2. In some circumstances, we may hire a junior instructor for both sessions.
- ** Junior sailing instructors may participate in sailing regattas at the discretion of the Club Manager and Program Director for sailing. Permission will be based on staffing requirements since the junior instructors' availability is vital to the instruction and safety of the classes they supervise.
- ** All CCIA staff must understand that they are role models for the younger members. Maturity, consideration, enthusiasm, discipline, skill and safety awareness are attributes needed at all times at work and after hours.



CCIA SPORTS PROGRAM

1st Year Sailing Instructor - Job Description

Duties: Assist in sailing instruction at all levels, but routinely from an “in sailboat” position during the afternoon sessions; help rig boats before class and de-rig and secure boats and equipment after class; assist in Club competition races; participate in sailing regattas attended by the Junior Program; help maintain boats and equipment.

Age: Must be 17 years old and have completed of sophomore year in high school (minimum)

Prerequisites: Previous experience in the CCIA sailing program or equivalent, strong sailing skills and demonstrated ability to set an example for others and lead. US Sailing Small Boat Instructor Level 1 Certification, Current Red Cross Lifeguard Training, CPR/AED and First Aid Certification; proficient in handling a coach’s boat; participation on high school sailing team or equivalent preferred.

ADDITIONAL REQUIREMENTS AND INFORMATION

- ** All CCIA Junior Sports Program employees are expected to participate in the Junior Program picnics, Recognition Nights and Swim Days, and to help with clambake preparation and other club activities, if needed. Also, it is important for all instructors to participate in either the set up or clean up days.
- ** Instructor positions are available for all of either Session 1 or Session 2. In some circumstances, we may hire an instructor for both sessions.
- ** 1st Year Sailing instructors may participate in sailing regattas other than those attended by the Junior Program at the discretion of the Club Manager and Program Director for sailing. Permission will be based on staffing requirements since an instructor’s availability is vital to the instruction and safety of the classes he/she supervises.
- ** All CCIA staff must understand that they are role models for the younger members. Maturity, consideration, enthusiasm, discipline, skill and safety awareness are attributes

needed at all times at work and after hours.