



Junior Sailing Instructor/Sailing Assistant Seasonal Position 2024

Full Time: June 3 – August 23 (unless otherwise negotiated)

Work Schedule: Monday – Friday 7:45am – 5:00pm with work required assigned facilities check weekend and July 4 Holiday.

Compensation/Salary Range: \$5,100 - \$6,732.00 commensurate with experience.

The mission of the Boothbay Sea and Science Center is the advancement of sailing, boating and ocean sciences by minimizing economic and physical obstacles and further to develop independence, self-confidence, teamwork and volunteerism in the participants. To inspire individuals to strengthen themselves and their community through the enjoyment of the sea. BSSC vision is a community sailing and science education center that offers equal and affordable access to waterfront activities for youth through sailing programs and experiential learning activities not typically provided by other regional organizations.

BSSC is recruiting Junior Sailing Instructors/Sailing Assistants who have experience working with youth, sailing and boating experience, a strong work ethic, and love of teaching sailing skills that promote safety while having fun. The ideal candidate should be self-motivated, feel comfortable on the water teaching others, have a strong sense of responsibility to others, and willingness to be a team player. The position is responsible for hands-on experiential learning activities in boating, sailing, and an interest in marine sciences. Junior Sailing Instructors/Sailing Assistants spend long days working in a unique environment that takes advantage of the vast resources that the Boothbay Region has to offer.

General Duties and Responsibilities:

- Reports to the Principal Waterfront Instructor.
- Responsible for understanding and implementing BSSC policies, guidelines, procedures, and related curriculum outlined in the BSSC Staff Handbook.
- Assist in teaching technical sailing and safe boating skills including but not limited to, weather observation and forecasting, sail trim, helming/piloting, navigation, tides and currents, and VHF radio communication.
- Good communication skills on and off the water including appropriate technical sailing, boating, and science terminology.
- Participates in all required meetings including daily staff meetings and BSSC community and family events (weekends when applicable).
- Responsible for assisting with the maintenance and repair of boating, sailing, and science equipment as directed.
- Maintains a safe, organized, and clean work environment on all dock and in all classroom areas.
- Manages BSSC dock, at least one weekend during the summer program, beginning Friday afternoon at 4:30 and ending Monday morning at 7:45.
- Collaborates on and contributes to the weekly article for the BSSC column in the Boothbay Register (local newspaper).

- Promotes teamwork, good stewardship of the ocean and citizenship while fostering the love of the sport of boating, sailing, and the curiosity of science.
- Participates in the post-season decommissioning as directed.

Minimum Qualifications: All qualifications are required at time of employment.

- Age 15 at the start of the summer program
- Sailing experience
- Current CPR, First Aid and AED Certification *
- SafeSport Certification: www.ussailing.org
- Boaters Safety Course National Association of State Boating Law Administrators approved: www.boatus.org/maine/

Highly Desirable Qualifications:

- US Sailing Level I Certification (prior to the start of employment) *
- American Red Cross Lifeguard Certification *

* BSSC will reimburse half (50%) of the Certification Fees (if applicable and only upon successful completion of the course).

Other:

All BSSC staff are required to undergo a mandatory background check and agree to the terms and conditions of BSSC's Code of Conduct (COC) and is always mindful that all staff and participants are adhering to the same standards of behavior set forth in the COC document. BSSC staff are required to attend staff orientation, as directed, that includes Sexual Harassment Prevention and Implicit Bias training programs. The BSSC has a zero-tolerance policy for drugs and alcohol during work hours. Any such use during the workday or during a trip with participants will result in immediate termination of the employment contract and suspension of further payments/salary from the Boothbay Sea and Science Center.

Application for Employment: www.boothbayseaandsciencecenter.org

Contact: Please send a cover letter and the BSSC Application for Employment that includes 3 references to: Pauline Dion; info@boothbayseaandsciencecenter.org

BSSC is an Affirmative Action/Equal Opportunity Employer

BSSC - P.O. Box 332 - East Boothbay, Maine 04544 - 207.350.5357 - www.boothbayseaandsciencecenter.org