



Bourne Community Boating, Inc.

▪ P.O. Box 3157 ▪ Bourne, MA 02532 ▪
www.bournecommunityboating.org

Adult & Public Programs Instructor Job Description

Bourne Community Boating is hiring full-time Adult & Public Programs Instructors for the summer 2016. Programming runs for 8 weeks between June 20 and August 12, plus a week of staff preparation June 13-17. The work week for this position will be Wednesday through Friday, 12:00 p.m. until 8:00 p.m. and Saturday and Sunday, 9:00 a.m. until 5:00 p.m. This position will be part of the team that focuses on adult and public programming including adult group sailing, private lessons, public boat rentals and assisting with youth sailing school as needed. BCB operates out of Monument Beach marina on Phinney's Harbor on Cape Cod.

Overview: Our sailing instructors are the face of BCB in the summer and interact with the students, families and general public constantly. Therefore, they must be friendly, courteous and knowledgeable, in addition to being good teachers and sailors. They must be enthusiastic about sailing and other watersports, and ready to share your enthusiasm with our members. They are ambassadors of the program while in public and must act appropriately. They must be team players and work well with the instructor staff and the Executive Director. Flexibility, dedication to the job, and a sense of humor are essential to a fun, safe, successful summer. **Our fleet:** We currently use Vanguard prams, Bullseyes, Hobie cat, Capris, Lasers, windsurfers and SUPs. Instructors use skiffs and RIBs to transport students and use as a teaching platform on the water.

Responsibilities:

Responsible for safety of all members from check-in to checkout.

Responsible for site and fleet maintenance in coordination with Head Instructor, Executive Director, and fleet captain.

Teach members of all ages and experience levels the fundamentals of sailing, fleet maintenance, and seamanship.

Positive role model that demonstrates leadership and safety.

Boat launch and removal in coordination with Fleet director.

Assist with Phinney's Harbor Day Event Saturday July 9, 2016.

Training and Experience:

STRONGLY PREFERRED:

US Sailing Level 1 Cert, CPR, First Aid and Safe Powerboat Handling by start of employment.

Teaching experience with increasing responsibilities with students of diverse ages and experience levels.

PREFERRED:

Lifeguard certification & USCG Launch tender or higher license.

Organization: Bourne Community Boating, Inc, (BCB), a 501(c)3 public charity, was founded in 2006 and its mission is: "To provide an opportunity to people of all ages, abilities and background to enrich their lives through on-the-water educational and recreational experiences." BCB especially tries to reach the year-round, full-time resident youth population of Bourne, many of whom would not have had the opportunity to learn to sail without BCB's programs. BCB works to introduce these students to sailing, boating and marine science in a friendly, fun and inclusive environment. BCB's primary program is an 8-week long youth summer sailing and marine science school. In addition, BCB offers Adult Sailing, Adaptive Sailing, Paddleboarding, and Open Sailing.

Application Materials: CORI background check required. Please send resume and cover letter, including contact information for 2 references to: Bourne Community Boating, PO Box 3157, Bourne MA, 02532 or email amy@bournecommunityboating.org.