



**Job Description:** Instructor / Lead Instructor

**Place of Employment:** Olympia Community Sailing (Olympia, WA)

**Employment Dates:** June 17, 2024 – August 30, 2024 (dates flexible depending on school status)

**Compensation:** Hourly wages are approximately \$17.00 an hour or higher depending on experience and seniority.

**Perks:** staff gift, staff fridge stocked with cold drinks and snacks, staff meals, outdoor gear pro deals

**Lead Instructor Job Description:**

Lead Instructors are the point person for the class they are teaching. They are ultimately responsible for the class, and directing other Instructors and Junior Instructors. They will lead, or supervise chalk-talks, monitor progress of students' learning, assess sailing conditions, and be in charge of time management. Lead Instructors defer to Directors and Coaches. Lead Instructors will mainly instruct Harbor Mice, Youth Beginner, and STEAM Adventure classes but may have the opportunity to instruct Teen Beginner, Intermediate, or Advanced and race classes.

**Instructor Job Description:**

Instructors co-teach with Lead Instructors. They help Lead Instructors run the class they have been assigned to. They are responsible for helping the Lead Instructor impart the curriculum, they may perform chalk-talks, rigging and sailing demos. Instructors are just as responsible for students and Junior Instructors as the Lead Instructor, Instructors must help with the responsibilities associated with running a class. Instructors will primarily help with Harbor Mice, Youth Beginner, and STEAM Adventure classes but may have the opportunity to instruct Teen Beginner or Intermediate classes. Ideally Instructors are operating the mindset of becoming a Lead Instructor.

**Requirements**

- US Sailing Level 1 Certified, or greater
- Current First Aid/CPR, Boaters Card, and Safesport Certifications
- Previous experience teaching sailing / and or Junior Instructor Apprenticing

**Specific Responsibilities**

- Wear staff uniform
- Report any incidents to the Director immediately (safety issues, staff issues, OYC member issues, etc.)
- Lead assigned class / Follow the Direction of the Lead Instructor
- Adhere to OCS curriculum plan
- Design, implement lesson plans, chalk talks, and drills
- Responsible for appointed class and Junior Instructors
- Time management
- Boat and equipment maintenance
- Arriving before class starts
- Ensuring equipment is properly put away at end of class
- Overseeing safety, discipline and energy of students

*OCS is proud to be an equal opportunity workplace dedicated to cultivating a diverse and inclusive work environment. We believe that diversity is essential to achieving our mission. OCS is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, veteran status, or any classification protected by federal, state or local law. Women, people of color, and individuals from under-represented communities are strongly encouraged to apply.*