

## Job Description

### Sailing Instructor

#### Eagles Mere Athletic Association

Term: June 20, 2024 – August 11, 2024

The Sailing Instructor is responsible for administering sailing lessons and assisting the Athletic Director with all sailing-related activities operated by the EMAA. The Sailing Instructor will be paid a salary for teaching sailing clinics and assisting Athletic Director and Assistants, and will be responsible for teaching sailing lessons, of which the Instructor will receive 100% of lesson fees.

Duties of the Sailing Instructor include:

- Represent the EMAA and promote the values of respect, integrity, trust and inclusiveness and demonstrate high moral and ethical standards and participate as an active member of the EMAA staff.
- Provide an outstanding, safe and educational experience to the families of Eagles Mere on land and on the water including explaining and demonstrating proper sailing techniques.
- Execute EMAA sailing related activities, including sailing races, Sunfish clinics and Opti clinics and work with the Director to schedule activities throughout the summer program.
- Work with EMA Boat Dock staff to inspect and clean equipment and ensure proper storage and maintenance throughout the summer
- Maintain records of the sailing program, including tracking sailing races to determine overall and junior sailing winners.
- The sailing instructor is responsible for advertising sailing lessons and posting schedules and offerings.
- The sailing instructor will maintain sign up sheets via google documents for sailing lessons and clinics.
- During the World Cup the sailing instructor may have other responsibilities to help with the World Cup Programming.
- At close of the season, work with the EMA Boat Dock staff with collection and inventory of equipment and properly clean, break down and store all EMAA equipment.
- Participate in special events that are operated by the EMAA, as assigned by the EMAA Board, including cocktail parties, July 4<sup>th</sup> Parade, Regatta, etc.

Requirements:

- Excellent skill as a sailor (Sunfish) and ability to explain and teach sailing techniques
- At least 14 years of age
- Knowledge of the EMAA and genuine love and appreciation for Eagles Mere and the values of the EMAA
- Experience working with a team
- Attend staff orientations
- Creative, energized and hard-working and passion for working with children

If interested, please send a resume, cover letter and 1 letter of reference to Caroline Long [CarolineRLong@gmail.com](mailto:CarolineRLong@gmail.com) by March 15th.

*\*\*Please note that any offer of employment shall be conditioned upon satisfactory background checks as required by PA Act 153.*