



Boothbay Harbor Yacht Club - Sailing Instructor

HOST INFORMATION

Company Description:

The Boothbay Harbor Yacht Club (BHYP) was incorporated in 1895 by an act of the Maine Legislature following formative years dating back to 1870. The club soon became a sailing and social hub for the active summer colony and visiting yachtsmen.

During the 1920s the BHYP sponsored major speedboat races, filmed by Fox Films, and in early 1930s interest in sailing races rekindled. This led to the 1938 adoption and copyright of a 21 ft. class sailboat, the "Boothbay Harbor Yacht Club One Design", designed by naval architect Geerd Hendel. Many of the original wooden boats are still racing today.

The Junior Sailing Program, established in 1954, started teaching youngsters in Turnabouts. Members' children along with youth from the community currently learn and develop their sailing skills in Optimists and 420s.

A new clubhouse with dining room opened in 1968. In 2001, the club completed a major renovation to the clubhouse, resulting in an attractive and well-appointed setting for excellent dining and socializing for the club's members and their guests. An extensive dock area, with dinghy tie-ups and launch service, affords choice waterfront access to a large mooring field for members and visiting yachtsmen.

The social events throughout the summer, from weekly Thursday night cocktail parties to planned themed dining events, bring the membership together. Racing, cruising, social events and tennis programs are well supported by active and enthusiastic members of the Club.

Host Website: <http://www.bhyc.net>

Site of Activity: Boothbay Harbor Yacht Club

Parent Account Name: Boothbay Harbor Yacht Club

Host Address: 156 Western Avenue West Boothbay Harbor , Maine , 04575

Nearest Major City: Portland , Maine , Over 50 miles away

PLACEMENT INFORMATION

Job Description:

The Junior Sailing Program Instructor position is responsible for ensuring that all apprentices positively represent the Club by creating a welcoming, professional environment for junior sailors, Club members, and parents and guests of junior sailors.

The Instructor is responsible for the day to day instruction of all Junior sailors, including its morning instruction and afternoon race programs. This position is also responsible for following and enforcing all Club and Junior Program policies including but not limited to equipment care, safety and conduct. Experience preferred.

Period of Performance

- June -August; Weekdays from 0830 to 1700.

- Prior to June and after August, part-time with duties as assigned.
- Additional hours may be required when the Club's junior sailors participate in regattas (at home and away).

Duties and Expectations

Include, but are not limited to:

- Coordinate and administer program's instructional and racing curriculum, including following US Sailing curriculum or such similar curriculum as is developed in cooperation with the Junior Sailing Committee.
 - Implement the day-to-day instruction lesson plans and race team plans provided by the Director
 - 1) Sailing experience in small boats, such as prams, dinghies, multi-hulls and small keelboats.
 - 2) Experience operating a safety boat.
 - 3) Previous participation in youth sailing program preferred, either as a student or instructor.
 - Reinforce a system and culture of rewarding positive behaviors in the junior sailors and Apprentices, including sportsmanship, seamanship, and safety.
 - Assist in organizing all regatta logistics including communication with racers and parents.
 - Enforce all safety protocols.
 - Ensure program participants follow the Club's Junior Program Staff Standards/Code of Conduct.
 - Supervise the Junior Sailing Program's apprentices to ensure high-quality sailing and racing instruction, and that all students are supervised and participating in a safe and professional environment.
 - Mentor sailing apprentices and students to help them improve knowledge and skills.
 - Provide high-quality sailing and racing instruction.
 - Ensure that the program, boats, and instructors are properly secured and equipment stowed at the end of each day.
 - Report to the Director daily as outlined by the Director regarding condition of boats, any parts that are needed, damage that has occurred, and ensure all equipment is accounted for.
 - Maintain required certifications
- US Sailing Level 1 Instructor certification can be earned during the summer.*

Typical Schedule:

Weekdays from 08:30 to 17:00.

Drug Test required: No

COMPENSATION

Hourly Wage: \$17

Eligible for Tips: No

Estimated weekly wages including tips: \$680

Bonus: No

** All figures above are pre-tax*

Estimated average number of hours per week: 40

Estimated minimum number of hours per week: 35

Estimated maximum number of hours per week: 45

Potential fluctuation in hours per week:

Average number of hours per week reached by last year's seasonal employees: 40

Overtime Policy:

Yes, paid after 40 hours

Job-Specific Benefits:

Complimentary meals.

JOB REQUIREMENTS

English Level required:



Advanced

Required to be 21+: No

Previous Experience required: Yes

1) Sailing experience in small boats, such as prams, dinghies, multi-hulls and small keelboats. 2) Experience operating a safety boat. 3) Previous participation in youth sailing program preferred, either as a student or instructor.

Qualifications & Conditions

Swimming

Description:

Ability to swim 50 yards.

Working outdoors

Working under direct sunlight

Other qualifications or conditions

Description:

US Sailing Level 1 Instructor certification could be earned during the summer.

Job Training required: Yes

Length of job training:

1 week

Hours per week during training period: 40

Different wage during training period: No

Start on specific day of the week: No

Training requirements:

Need to wear uniform: Yes

Uniform Policy:

Uniform must be worn at all time while working.

Cost of uniform: \$0

Uniform laundry: Participant responsibility

Dress Code: Yes

Description:

Club polo shirt (provided by employer), khaki pants, boat shoes.

CULTURAL OPPORTUNITIES

Types of Cultural Opportunities:

Company Parties, Holiday Events, Will provide information about Events, Local Resources, Attractions/Sites, Local Community, Trips to Major City, Trips to Nearby/Major Attractions

Additional Details about Cultural Offerings:

The Boothbay Harbor Yacht Club has over 300 member families. Student will have the opportunity to interact with them daily, go sailing, enjoy boat tours of the harbor.

Local Cultural Offering:

Student can experience local festivals (Windjammer Days) and national celebrations (July 4th), go on whale watching tours, visit the Maine State Aquarium and the Coastal Maine Botanical Gardens, all of which are in walking/biking distance.

HOUSING AND TRANSPORTATION

Housing Provided: Yes. Employer Guarantees employer - owned or employer - arranged housing to all hired participants. May find own (can choose alternative).

Employer-owned or employer-arranged housing description:

Lodge type house, shared rooms and shared bathrooms, maximum 2 students per room. Housing located on premises.

Lease Agreement: Yes

Onsite Amenities:

WiFi: Yes

Description:

WiFi coverage anywhere on premises.

Phone Service: Yes

Description:

Landline available for students to use. The Club is located in a reliable cellular service area, should students wish to use personal cell phones.

Kitchen facilities: Yes

Description:

Fully equipped kitchen (refrigerator, microwave, stove, dishwasher, dishes, silverware, etc.)

Laundry facilities: Yes

Description:

Coin operated washer and dryer.

Occupancy Requirements for Provided Housing:

Minimum Occupancy Per Room: 1

Maximum Occupancy Per Room: 2

Suggested Occupancy Per Room: 1 - 2

Rooming Arrangement Description:

Same sex room sharing only. Couples are ok and can request to share a room.

Provided Housing Cost:

Required to Pay for Provided Housing: Yes

Cost per Week: \$75

Housing Cost Deducted from Paychecks: Yes

Utilities Costs: No

Housing Deposit: Yes

Cost: \$100

Description:

Employer will hold withhold the deposit on the first week of employment.

Housing Deposit Refundable: Yes

Conditions for Deposit Refund:

Premises must be left in good condition and student must stay through the end of their agreed upon work dates.

Details About Deposit Refund:

It will be added to the last paycheck, within 21 days after the work term ends.

Transportation to Worksite:

Walking Commute Time

Estimated commute time: Under 15 minutes

Description: Housing on premises.

Biking

Estimated commute time: Under 15 minutes

Bicycles are provided free of charge: Yes

Bicycles are not provided: No

Bicycles are available to rent: No

Estimated cost: \$

Description: Bicycle are available free of charge through the local Rotary Club.

ARRIVAL INFORMATION

Arrival Instructions:

Students are advised to book a flight to Boston Logan International Airport or Portland International Jetport. There is a Concord Coach Lines bus from Boston Logan International Airport to Portland every hour or to Wiscasset once a day. We will pick the students up from Portland or Wiscasset.

For more information, contact hristo.ivanov@bhyc.net.

Suggested Arrival Airport:

Portland International Jetport, PWM, Over 50 miles

Boston Logan International Airport, BOS, Over 50 miles

Estimated cost of transportation to worksite from suggested airports: \$25 to \$50

If arriving after regular hours:

Suggested After-Hours Accommodation:

*Embassy Suites Boston Logan Airport
207 Porter St
Boston , Massachusetts 02128
\$100 to \$150*

TRAINING AND ONBOARDING

Pre-Arrival Onboarding: No

Social Security Number:

Require participants to apply for SSN before arrival at worksite: No

Details about how to apply for Social Security Number:

The employer will provide travel assistance to the Social Security Administration in Augusta, ME.

Nearest SSA Office: Augusta , Maine , Over 50 miles

Other:

Wage Payment Schedule:

Students will be paid weekly.

Meal Plan: Mandatory

Estimated Cost Per Day: \$0

Meal Plan Description:

Students receive a complimentary meal at the end of each shift.

Provide Certificates/Performance Evaluations: Yes

Hire in Groups: Yes

Maximum Group Size:

Grooming Requirements:

• Clothing: Clothing that is not uncomfortably tight or loose and baggy is not allowed. • Hair: Students should not arrive at work unshaven or "growing" facial hair. Short hair should be kept neat and styled conservatively, and long hair should be styled back. Markings: Piercings of the face or any visible body part are not allowed except for one ear piercing on the lobe for women; upper ear piercings should not be worn to work. Tattoos should be covered by articles of clothing where possible.

Second Job Availability: Yes, likely

Applicable Company Policies:

No cell phones allowed on the job. No smoking allowed anywhere on the campus.

COMMUNITY AMENITIES

Walking Distance from Worksite:

Food Market, Shopping Mall, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe, Public Library

Walking Distance from Housing:

Food Market, Shopping Mall, Post Office, Bank, Restaurants, Fitness Center, Internet Cafe, Public Library