



## Adult Sailing Instructor Job Description

### Overview:

Sail Sand Point (SSP) offers a variety of adult sailing programs from April through October, serving participants from beginner to advanced levels. Programs are taught across a range of boats, including RS Quests (used for beginner instruction), Lasers, SB3s, J/24s, Hobie Waves, Hobie 16s, and windsurfing equipment.

Adult Sailing Instructors are responsible for delivering high-quality, on-the-water instruction that aligns with program goals and US Sailing standards. Instructors develop and adapt lesson plans based on participant skill level, weather conditions, and on-the-water dynamics to ensure a safe, engaging, and effective learning environment.

Most classes take place during evenings and weekends. Instructors may also have the opportunity to support Open Boating programs (this might include conducting skills tests, assisting with rentals, and ensuring proper rental boat use on the water by renters) to supplement hours. Additional income opportunities may also be available through private lessons.

**Reports to:** SSP Program Leadership/Open Boating Manager

**Classification:** Seasonal, part-time to full-time (evenings and weekends required)

**Dates of Employment:** April-October (flexible start and end dates)

**Compensation:** \$22–\$23 per hour, depending on experience

### Required Qualifications:

- 1–2 years of experience teaching or assisting in a sail training environment
- Strong communication skills and ability to work collaboratively with staff and participants
- Solid knowledge of sailing fundamentals and safe boating practices
- Current US Sailing Level 1 (or higher) Small Boat Instructor Certification
- Current US Sailing membership
- Washington State Boater Education Card (or other NASBLA-approved certification)
- Experience operating small powerboats in an instructional setting
- Current CPR and First Aid certification
- Completion of CDC "Heads Up" Concussion Training

### Essential Job Functions:

- Prepare classroom space, boats, and equipment before classes; clean and secure equipment after use
- Deliver instruction in alignment with US Sailing's "Safety, Fun, and Learning" philosophy
- Foster a welcoming, inclusive, and supportive learning environment for all participants
- Develop and adapt lesson plans based on program curriculum and participant progress
- Monitor sailor skill development and adjust instruction accordingly
- Communicate effectively with participants, staff, and other programs happening concurrently (rentals, racing, etc.)
- Provide basic information about SSP programs, including Open Boating opportunities
- Complete required documentation, including attendance, skill assessments, and incident reports
- Report any injuries, safety concerns, or equipment damage promptly
- Maintain a professional and respectful environment at all times

Offers of employment are contingent upon successful completion of a criminal background check. This job description is intended to outline the general scope of responsibilities and is not an exhaustive list of all duties.

To apply please send a resume to [info@sailsandpoint.org](mailto:info@sailsandpoint.org).

Sail Sand Point is an equal opportunity employer who believes every employee has the right to work in surroundings that are free from all forms of unlawful discrimination. Sail Sand Point does not tolerate any unlawful discrimination or harassment.