

# Sint Maarten Yacht Club

## JOB DESCRIPTION SMYC SAILING SCHOOL MANAGING INSTRUCTOR

### Position description:

The SMYC is looking for a dynamic, young professional to join the team as a sailing school managing instructor for 40 hours per week. Main responsibilities consist of running and developing the sailing school program, developing youth sailing on island, growing the assistant instructor program and regatta management.

### Teaching/Coaching:

- Plan and run sailing lessons for youth sailors ages 7 – 18 at the St Maarten Yacht Club Sailing School (SMYC Sailing School), from beginners to racers in Optimist, Lasers, Laser Picos and RS Quests.
- Provide feedback to parents on progress youth sailors
- Teach Adult Lessons
- Accompany Team SXM to regattas in the region when required, for on the water coaching and organization to/from events.

### Coaching Assistants:

- Organize and run instructor course in summer.
- Schedule assistants.
- Coach and supervise assistants during their lessons and activities.
- Keep track of progress of assistants.

### Fun Sailing:

- Plan and execute summer camp in June/July/August
- Plan and execute Fun and Adventure Sails (Saturday afternoon activities)

### Organization & Administration:

- Promote and develop the SMYC Sailing School
- Plan season schedule of youth and adult lessons, regattas, summer camp and Saturday afternoon activities
- Organize club dinghy races with Sailing Committee and office staff
- Work with Youth Sailing Committee and SMYC Office to plan, organize and execute international youth regattas.
- Implement and improve Curriculum further: Keep track of level/certificates of the students. Prepare theory lessons etc.
- Assist with scheduling and collecting fees.
- Promote events and notices.
- Assist with collecting photos, news, etc. for promotional purposes

### Maintenance:

- Ensure all boats, rigs and equipment are cleaned and stored properly after lessons and events
- Ensure that the docks and sailing school areas are kept clean and clear of debris and garbage at all time.
- Supervise maintenance work and maintenance recording of fellow instructors/assistants.

### Other duties:

- Assist where necessary with St Maarten Heineken Regatta preparation and execution
- Assist office staff where necessary during Yacht Club events.

### Job Requirements:

- Excellent skills in: Communication, Customer Service, and Teaching/Coaching
- General knowledge in: Office, Email software and Social Media.
- Handle stress well
- No 9 to 5 mentality
- Flexibility to adjust within the organization and take on a variety of tasks not listed in the job description.
- World Sailing Instructor Level 2 or equivalent
- Dutch or American passport preferred
- First aid training preferred

Salary: Commensurate upon experience. Position available: January 2020