



## SAN DIEGO YACHT CLUB JOB DESCRIPTION

**JOB TITLE:** Head Sailing Coach

**JOB SUMMARY:** A position which requires professional and organized running of a year round junior sailing program and race team.

**SUPERVISION RECEIVED:** Report to Junior Sailing Director

**SUPERVISION EXERCISED:** Assist in oversee of instructional staff (two to four - year round, and up to twelve summer staff.)

**STARTING SALARY:** negotiable

**BENEFITS:** Medical, Dental, and 401.k savings, paid vacation as earned

**TIME REQUIREMENTS:** This is a full time job. 40 hours per week with mandatory work on weekends.

### **GENERAL STATEMENT OF DUTIES:**

The Head Coach will help manage a year round sailing program for juniors aged 6 - 18 yrs. They are responsible for the daily operations and tasks associated with the afterschool sailing programs and will be the head travel coach for all events, including summer and year round. They create, promote and maintain curriculum, help with the hiring and training of new instructors, and assist with general maintenance projects of the Junior Program owned equipment. They must also provide a very high level of coaching to the top junior sailors in Southern California as well as those on the national level. This job involves a high degree of contact with both adult and junior membership in a service, consulting, and disciplinarian format as well as on a personal level. It should be a goal for the Head Coach to be a role model for the Junior sailors and a leader in the local, regional, and national Junior Sailing policy and programming.

### **MAJOR DUTIES:**

1. Prepare and manage sailing programs including planning program concept and curriculum, hiring and training staff, securing equipment and facilities, managing day to day operations and conducting feedback surveys. Primary programs to include, but not be limited to:
  - Nine weeks summer program
  - Fall, Winter and Spring sailing program consistent with Junior sailor needs and availability.
  - Two week Optimist Outreach Program and liaison with Point Loma Optimist Club.
  - Seasonal racing clinics including Easter and Christmas.
2. Assist in the organization of the travel racing team, preparing calendars, scheduling coaches and organizing travel equipment.
3. Travel to all events and be lead instructor for the team of SDYC coaches.
4. Enforce proper coaching techniques and those guidelines explained in the SDYC coaching policies
5. Assist with management of Junior facilities, equipment maintenance, capital acquisitions and improvements.
6. Enforce policies of SDYC, and if necessary default to SDYC Junior Director.
7. Coordinate trailers and coaching for away regattas.
8. Attend events, functions, and meetings as directed.

**EXPERIENCE:** Minimum 4 years working as a coach / instructor in a sailing program. Experience with the racing rules and racing on variety of sailboats at variety of competition levels is preferred. Should have working knowledge of outboard engines, rigging and fiberglass repair, and general boat maintenance. Must posses excellent communication, organization, and mediation skills. Individuals should be enthusiastic, diplomatic, flexible, trustworthy, self-motivated, creative, and able to take the initiative and follow through. Must be a US SAILING Certified Instructor with current First Aid and CPR certifications.