

**Island Rec**  
**San Juan Island Park & Rec District**  
**Job Description: Assistant Sailing Instructor**

**Job Title:** Assistant Sailing Instructor  
**Reports to:** Sailing Instructor  
**Status:** Part-time Seasonal  
**Salary:** \$18-20 an hour  
**Dates:** Late June- Early August

**Summary:**

This is a summer seasonal position. Working under the general supervision of the Recreation Manager this position is responsible for providing a safe learning environment and instruction in the sailing program. The job is carried out on inland ponds and open waters.

**Essential Duties and Responsibilities**

Work under the direction of the Sailing Instructor  
Supervise class participants and ensure their safety and well being at all times.  
Explain and demonstrate use of equipment  
Explain and demonstrate sailing principles, techniques and methods.  
Provide instruction and feedback to students  
Maintain and clean boats, other equipment and class environment  
Explain and enforce safety rules and procedures  
Ability to work outdoors for extended hours  
Communicate effectively with children, supervisor, parents and visitors  
Adhere to and support all policies, procedures and guidelines established by Island Rec.  
Adhere to and support all US Sailing safe sailing practices  
Other duties as assigned

**Required Qualifications:**

Minimum age 16 years old  
Current First Aid & CPR Certification or the ability to obtain prior to the start of class  
Washington State Boaters Education Card  
Sailing Instructor Certification preferred  
Experience as a Teacher's Assistant preferred  
Physical strength and ability to lift up to 40 pounds  
Good written and oral communication skills.  
Proven demonstration of advanced sailing skills.  
Safely and effectively operate a row boat and rescue boat with outboard motor.