

Position Summary

The Associate Sailing Director helps New England Science & Sailing (NESS) achieve its mission of building brighter futures through ocean adventure education. This is a great opportunity for a passionate, motivated individual with a strong background in sailing to be an integral part of this vibrant, growing organization. You must be motivated and able to work within a team as well as on your own. This position will create curriculum, develop and implement programs, and nurture relationships with customers and partners. This position could range from seasonal to full time year-round depending on the candidate.

Duties and Responsibilities

Adult Sailing Programs

The Associate Sailing Director is primarily responsible for developing, maintaining, and teaching NESS's adult sailing programs. Specific program goals include but are not limited to the following:

- Teach Learn to Sail up to Advanced programs on NESS's fleet of small keelboats
- Develop a social league for Adults to participate in
- Develop new innovative offerings
- Provide keelboat training for NESS staff and AmeriCorps Members
- Organize and implement programs with the Evening/Weekend Coordinator

Youth Keelboat Programs

The Associate Sailing Director will be an integral part of overseeing NESS's summer keelboat programs

- Assist Sailing Director with modifying and advancing NESS's keelboat curriculum
- Support and train summer sailing instructors on keelboats
- Teach summer keelboat programs when available

Adaptive Sailing Program

The Associate Sailing Director will work closely with the Assistant Sailing Director to implement NESS's adaptive sailing program. These responsibilities include but are not limited to the following:

- Assist with instruction as needed
- Oversee and maintain NESS's Freedom 20
- Develop new relationships with local adaptive organizations

Coaching

NESS supports local organizations in its development of offseason race programs

- Coach 420's or Optis during the shoulder seasons
- Support 420 or Opti programs during the summer as needed
- Support NESS's high school sailing programs
- Support any high-performance programs such as Waszp and 29er

Operations

The Associate Sailing Director will provide assistance and support NESS's Operations Director by completing minor maintenance duties on NESS equipment and fleet that will be required on a can-do basis.

- Coordinate with NESS's operations director on maintaining and repairing equipment
- Oversee NESS's fleet of Keelboats (Sonars/J-105/Freedom 20/J-22/Mariner 19)

- In conjunction with NESS's Safety Coordinator ensure that all safety equipment on NESS vessels is kept current

Expected Work Schedule:

- Depending on the candidate the schedule ranges from seasonal to full-time year-round work. Weekly schedule will be heavy weekends during the height of the season.
- Regular (December – March) Monday through Friday work schedule

Requirements

- **Education/Certifications** *(certain certifications can be obtained through NESS)*
 - 4-year college degree, preferred
 - US Sailing Level 2/Level 3, preferred
 - *ARC Waterfront Lifeguarding (may be obtained through NESS)
 - *USCG OUPV 6-pack License or greater (may be obtained through NESS)
 - *Keelboat instruction certification (may be obtained after start date)
- **Skills/Knowledge/Experience**
 - Strong program and staff management skills
 - Strong background in sailing that includes small keelboats
 - Minimum 2 years of sailing program management including head instructor duties
 - Minimum of 2 years of collegiate or Olympic development sailing
 - Effective skills in written and verbal communications, problem solving, decision making, group dynamics, public speaking, and task organization
 - Strong team player and excellent motivator
 - Ability to forge effective working relationships with NESS program staff, operations staff, administrative staff, directors, volunteers, students and parents
 - Working knowledge of and experience with Microsoft Office (Word, Excel, Outlook, PowerPoint)

Compensation commensurate with experience and includes comprehensive benefits package

NESS is an Affirmative Action/Equal Opportunity Employer

Please send your cover letter and resume to: Jobs@nessf.org Subject: Associate Sailing Director

About NESS

New England Science & Sailing Foundation, Inc. (NESS) is an ocean adventure education nonprofit that engages students in experiential learning to build confidence, teamwork, and leadership skills. Marine sciences, sailing, adventure sports, and powerboating serve as platforms for inquiry-based learning, transformational personal discovery, teaching respect and responsibility for the sea, and fostering connections with the community. NESS serves schools, families, and organizations with a broad range of high-quality, year-round, inclusive programs both on and off the water that blend an innovative curriculum with exciting ocean adventure activities. An independent 501(c)(3), NESS operates in multiple locations and serves over 7,000 students each year. For more information, visit www.nessf.org.