

# Sailing Specialist

## Job Description

**Reports To: Director of Camp Programs and Waterfront Coordinator**



### American Youth Foundation Mission

We dare people to discover and celebrate the very best in themselves and others; inspire them to explore diverse perspectives and complex challenges; and embolden them to live courageously, engaging their full capacity.

**Job Location:** Position is located at Merrowvista in Center Tuftonboro, New Hampshire. The Merrowvista site necessitates the ability to move through rugged terrain. Employees are required to live onsite for the duration of their employment including two weeks of staff training and the two, 3 week-long camp sessions.

**Job Type:** Full Time, Seasonal. Employment begins June 13 and ends August 11.

### Job Summary:

Merrowvista is an overnight, residential summer camp for youth ages 8-17. The Sailing Specialist is responsible for all sailing and boating related programming at camp. The Sailing Specialist will plan and facilitate activities at the waterfront during activity blocks, early morning exercises, evening all-camp games, camp carnivals, themed dinners and more. This role will also serve as an additional lifeguard and may be asked to provide lifeguarding coverage during the program times listed above. There will be a team of four lifeguards working alongside the Sailing Specialist under the direction of the Waterfront Coordinator. This role will work primarily with elementary and middle school campers, but also with high school campers when they are onsite in between multiday adventure trips. The Sailing Specialist is responsible for taking camper attendance at all blocks, creating an inventory of supplies and maintaining all equipment, and providing staff coverage at all programmatic events. This role will also manage camper behavior during program times alongside the In Camp Leader team. The Sailing Specialist must adhere to all safety standards at the waterfront and ensure all equipment is used properly. This role will provide support to the Activities team and In Camp Leaders when the waterfront is closed.

### Position Responsibilities:

- Follow all waterfront safety protocols, ensuring a safe experience for all campers with attention towards risk management.
- Perform rescues when necessary and document all incidents.
- Facilitate daily sailing activity blocks for campers, take daily attendance and maintain an accurate roster.
- Teach sailing/boating lessons and instruct campers on water safety and proper technique.
- Create and deliver alternative activity plans in case of inclement weather or other urgent changes.
- Conduct the swimming skills test for all campers and staff, with a close eye on safety for beginners.
- Bring new, creative ideas for waterfront games, carnival activities and special events.
- Inventory all sailing/boating supplies, order additional resources when needed and store properly in between uses. Maintain a clean and orderly Boathouse.
- Assist with preparation of all camp programming and partner with the Activities team for proper camper to staff coverage.
- Participate in all camp programming including early morning exercises, activity blocks, meals, evening activities, etc.
- Provide temporary coverage or assistance to the In Camp Leader team when necessary.

- Assist with camper care and behavior management when campers are at the waterfront.
- Build relationships with campers to foster friendly, nurturing and age-appropriate group dynamics.
- Communicate daily with supervisor, attend staff meetings and receive guidance and instruction.
- This is not meant to be a complete list of all responsibilities. Other duties may be assigned.

**Skills and Qualifications:**

***Required:***

- Lifeguarding certification (a course will be offered before training on June 11-13).
- Close attention to detail, highly organized and able to take initiative.
- Demonstrated ability to follow through on projects and deliver on deadlines.
- Ability to facilitate activities and teach skills to children with confidence and humor.
- Support the organization's mission and vision with integrity, dependability, and accountability.
- Interact effectively with individuals and groups respecting social and cultural diversity. Establish and maintain appropriate professional relationships and interpersonal skills that contribute to a positive community.
- Demonstrate passion for serving youth, encouraging campers to explore through play and creating a space where youth feel included and a sense of belonging.
- Fully participate in and be present at all camp community activities, including staff training activities.
- Maintain effective mental, emotional, and social interactions in our youth-centered residential summer camp program.
- Ability to handle stressful situations appropriately, maintaining mental, emotional, and social resiliency needed for the job in a fast-paced, interactive environment.
- Use effective and appropriate self-care practices for maintaining overall wellness.
- Follow all guidelines and policies as described in the AYF (American Youth Foundation) staff manual.

***Preferred:***

- 1-3 years working or volunteering with youth in recreational or educational settings.
- 1 year facilitating sailing lessons, canoe and paddleboard experience also desired.
- Previous experience working at a summer camp.
- A personality and character that exudes leadership, flexibility, trustworthiness, creativity, energy, inspiration and positivity.

**Work Environment:**

- Live onsite in communal housing with other staff members for the duration of employment including weekends and evenings.
- All meals are provided. Dietary accommodations will be made when needed.

**Compensation:**

- Weekly pay: \$500
- Employees will receive one day off for every six days worked.
- Lifeguard training and certification is required and will be offered before staff training begins.

**Company Culture:**

The AYF believes that how we act and interact reflects who we are as a community. In practice, at the AYF we value investing in youth, stewarding the environment, encouraging participants and staff to explore and develop their values and beliefs, belonging in community, and growing together.

*Recognizing the full value of all, the American Youth Foundation affords equal opportunity for employment and program participation to all individuals on the basis of merit and/or eligibility without regard to race, color, sex, pregnancy, sexual orientation, gender identity, familial status, religion, national origin, citizenship, disability, age, military status, or any other basis prohibited by law.*

*The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for this position. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.*

*Updated: 11/30/2023*