

**Class Lead:**

Responsible for keeping class on track with the curriculum  
Organize class helpers to assist where needed  
Lead classroom portions/ group discussions  
Manage delivery of content (pacing, timing)

**Assistant Instructor:**

Use and follow the curriculum  
Teach curriculum topics to kids  
Be able to and comfortable driving the dinghy/ powerboat  
Assist kids on the water to follow drills and practice concepts  
Assist class lead with teaching/ group discussions

**Helping Hand (and everyone):**

Prioritize safety. If something doesn't seem right, speak up!  
Monitor kids for good behavior- (ie following the rules in the participant handout)  
Monitor kids for signs of distress and alert class lead or assistant instructor as needed  
Ensure "rule of 3" is followed  
Help to engage kids during non-sailing times- knot tying, dockside teaching, etc.

Within knowledge/ comfort range, assist kids with:

Rigging  
Derigging  
Launching  
Hauling out  
Ensure life jackets worn correctly

**Shore Support:**

Standby on shore and help with:  
Be prepared to call emergency numbers as needed (posted on the wall)  
Assist with minor first aid- bandaids are very popular  
Keep an eye on participants during break times  
Keep an eye on participants needing the restroom- follow "rule of 3"

**Social Media:**

Create social media posts for Facebook and Instagram accounts

**Participant Recruiting/ Marketing:**

Spread the word! Help share our program with those who wouldn't consider sailing as a summer activity. Marketing materials available upon request.

**Maintenance and Launch Team:**

Help with:

Facility maintenance

Spring set up and fall break down

Rigging/ derigging the fleet

Miscellaneous projects with woodworking, electrical, moving docks, physical labor, misc. landscaping, etc.

"Fix it" knowledge recommended, not required.

Usually meet Tuesday and Thursday mornings, 10 am to noon in the spring and fall. Other sessions outside work hours are pending

**Gelcoat/ Fiberglass:**

Repair dents and dings throughout the fleet

Gelcoat and fiberglass repair knowledge required, materials will be supplied

**Powerboat/ Safety Boat Training:**

Help train volunteers on best practices for small outboard safety boats- center console and tiller steer outboards.

Primarily during instructor/ volunteer training week