

Lead Sailing Instructor

Position: Lead Sailing Instructor

Program: Rondeau Yacht Club

Location: Rondeau Provincial Park

Season: June 20 (Dock-In Day), June 29 – August 22 (Dock-Out Day)

Hours: Seasonal full-time

Reports to: Club Manager

Position Overview

The Lead Sailing Instructor is responsible for leading the delivery of the Rondeau Yacht Club youth sailing program in accordance with Sail Canada and Ontario Sailing standards. This role provides instructional leadership, oversees student evaluation and progression, and supports fellow instructors. The Lead Sailing Instructor works closely with the Club Manager, Sailing Advisor, and club leadership to ensure a safe, well-run, and positive program environment, including clear and professional communication with parents.

Key Responsibilities

Instruction & Program Leadership

- Develop, plan, and deliver the Rondeau Yacht Club sailing curriculum based on Sail Canada standards
- Teach youth sailing programs up to and including CanSail 4
- Evaluate student performance and progression and support appropriate advancement
- Provide instructional leadership and support to other Sailing Instructors
- Collaborate with instructors to plan and deliver safe, effective, and engaging lessons

Safety & Supervision

- Ensure the safety of RYC members and guests at all times
- Operate and oversee safety/crash boats as required
- Provide first aid where necessary
- Ensure crash boats and sailing equipment are serviceable and properly maintained

Communication & Coordination

- Communicate clearly and professionally with parents, instructors, and program leadership
- Notify the Club Manager and Sailing Advisor of schedule changes, incidents, or equipment issues

- Collaborate with the Racing Advisor to plan and support RYC/EYC regattas

Operations & Club Support

- Maintain safety and cleanliness of club grounds and facilities
- Set up, store, and maintain an inventory of sailing equipment in safe working condition
- Complete assigned chores following daily programming
- Assist with Dock-In and Dock-Out Days
- Attend and participate in the Closing Banquet
- Attend and participate in a minimum of two Junior Board events
- Assist the Club Manager with additional tasks, including general tidy-up around the club and assisting other program instructors, at the Manager's discretion
- Perform any reasonable duties assigned by the Commodores, Vice Commodores, Sailing Advisor, or Club Manager

Required Qualifications

- Sail Canada Sailing Instructor certification with the ability to teach up to CanSail 4
- Valid Sail Canada and Ontario Sailing membership
- Completion of Safe Sport / Respect in Sport training
- Standard First Aid and CPR-C
- Pleasure Craft Operator Card (Transport Canada)
- Lifesaving Society Bronze Medallion or higher
- Strong swimming ability
- Experience working with youth in a sailing or instructional setting

Preferred Qualifications

- Previous experience as a Sailing Instructor
- National Lifeguard Service certification

Application Requirements

Applicants must submit:

- An updated résumé

- Proof of required certifications and memberships
- A Vulnerable Sector Check may be required (mandatory for staff aged 18+)
- A structured interview will form part of the application process

Commitment to Inclusion

Rondeau Yacht Club is committed to an inclusive and accessible hiring process. Accommodations are available upon request for candidates taking part in all aspects of the selection process.