

Sailing Instructor

Position: 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 Sailing Instructor supports the delivery of the Rondeau Yacht Club youth sailing program in accordance with Sail Canada and Ontario Sailing standards. Working under the direction of the Club Manager and Lead Sailing Instructor, the Sailing Instructor is responsible for teaching sailing skills, supervising youth participants, and contributing to a safe, inclusive, and positive learning environment. The role includes professional communication with parents and program leadership and active participation in day-to-day club operations.

Key Responsibilities

Instruction & Program Support

- Assist in delivering the Rondeau Yacht Club sailing curriculum based on Sail Canada standards
- Teach youth sailing programs appropriate to certification level (typically Fundamentals and CanSail 1–2, with opportunities to support higher levels as qualified)
- Support the evaluation of student skill development and progression
- Collaborate with the Lead Sailing Instructor and fellow instructors to plan and deliver safe, effective lessons

Safety & Supervision

- Ensure the safety of RYC members and guests at all times
- Supervise youth sailors on the water and ashore
- Operate safety/crash boats as required
- Provide first aid where necessary
- Promptly report safety concerns or incidents to the Club Manager

Communication & Coordination

- Communicate clearly and professionally with parents, program leadership, and fellow instructors

- Notify the Club Manager of schedule changes, concerns, or equipment issues
- Follow program procedures and direction provided by the Lead Sailing Instructor and Sailing Advisor

Operations & Club Support

- Maintain safety and cleanliness of club grounds and facilities
- Set up, store, and maintain 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 (Fundamentals and CanSail 1-2)
- 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 children or youth in an instructional, coaching, or camp environment

Preferred Qualifications

- CanSail 3-4 Instructor certification
- National Lifeguard Service certification
- Previous experience in a sailing or waterfront program

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.