

To: All 2010 Instructor Applicants
From: The SYC Sailing School Committee

Attached are the requirements for the 2010 Sailing Instructor Positions. Please read this notice, as well as the attached qualifications, very carefully before submitting your application. As we have already mentioned to last year's instructors, there will be some changes to the sailing instructor hiring process for the upcoming season. The most significant changes are in the years of experience required for some positions and the certification requirements. If any applicant does not yet possess the required certification, it is recommended that he or she register for the appropriate class as soon as possible and include a registration confirmation with the application.

The attached posting lists all available positions as well as the general and specific requirements for each position. Rather than the application form that has been used in previous years we are requesting that each applicant submit a summary of their qualifications in a letter or resume form. No fancy presentation is required. Substance will be far more important than style. All submissions must list the position applied for and address both the general and specific qualifications for that position. Please make sure that you explain all relevant experience that corresponds to the numbered qualifications for each position and include your full name, date of birth, address, email address and telephone number. **Applicants must include copies of their certifications or paid receipts/confirmations for any training that you have registered for and will be completed before the end of June.** Keep in mind that the committee will only be able to consider information that is included with your application. Please note for positions which require a specific number of years as a sailing instructor we will consider all instructor experience at Southold and other clubs either as an IIT, Assistant Instructor or Instructor. If you have a specific desire to teach on one type of boat, please mention that in your application.

The members of the Sailing School Committee will be available via telephone or email at anytime to answer any questions that applicants may have. As in any employment relationship, direct communications will be limited between members of the Sailing School Committee and the prospective employee. In an effort to develop maturity and professionalism, we believe it is best if applicants themselves take on the responsibility of applying for the positions and negotiating the terms of employment. The members of the committee, as well as other officers of the club, will not discuss any hiring or employment issues with parents of instructors or applicants.

Applications, and copies of your certifications, should be submitted to: Southold Yacht Club Sailing School Committee, PO Box 546, Southold, NY 11971. Applications must be post marked by March 15, 2010. It would also be helpful if you can email your applications to the committee members: lyonsdanielj@gmail.com, saspicer@verizon.net, and tedbucci@optonline.net. Any questions may also be addressed to the committee members at these email addresses or by telephone to Dan Lyons, Sailing Committee Chair, at 203 245-0379.

2010 Instructor Qualifications

The following general qualifications will be considered for all positions.

1. Demonstrated maturity and responsibility. (Please include examples of situations where you have exhibited these characteristics)
2. Satisfactory performance in the previous year of service as an instructor. (for all returning instructors)
3. Extensive sailing experience both at the SYC and elsewhere.
4. General experience on the water in areas other than sailing, eg: swim team, power boat experience, sailing on larger boats, etc.
5. Racing Experience: either in a club setting or on a high school or college sailing team. (Participation is the key element. We will not require that our instructors win regattas and Club Championships but we do believe that participation in racing is an important element to our program.)
6. Experience in working with children and their parents either in sailing lessons or other areas.
7. Demonstrated interpersonal and communication skills. (Again, please include examples if possible)

The following specific requirements will be considered for the indicated position:

Associate Head Instructor: (1) 18 years of age by the first day of sailing lessons, (2) US Sailing Level 1 or Level 2 Certification, (3) CPR and First Aid Certification, (4) Power Boat Certification (US Power Squadron, Coast Guard or Official State Course), (5) Minimum 4 years of experience as a sailing instructor, (6) extensive sailing experience on a variety of boats, (7) demonstrated leadership skills, (8) submission of detailed lesson plans for each class to include specific weekly activities and goals.

Lead Instructor – (Race Team, Sunfish and Optis): (1) 17 years of age by the first day of sailing lessons, (2) US Sailing Level 1 Certification, (3) CPR and First Aid Certification, (4) Power Boat Certification (US Power Squadron, Coast Guard or Official State Course), (5) Minimum 3 years of experience as a sailing instructor, (6) extensive sailing experience on a variety of boats, (7) demonstrated leadership skills, (8) submission of detailed lesson plans for the relevant class (Race, Sunfish or Optis) including specific weekly activities and goals.

Instructor: (1) 16 years of age by first day of sailing lessons, (2) US Sailing Level 1 Certification, (3) CPR and First Aid Certification, (4) Power Boat Certification (US Power Squadron, Coast Guard or Official State Course), (5) Minimum 2 years of experience as a sailing instructor,

(6)extensive sailing experience on a variety of boats, (7) demonstrated leadership skills. (8) Submission of a summary of goals and objectives for one specific fleet. (eg: a detailed explanation of what you believe the students in your class should learn over the summer and what they should be able to accomplish by the end of the season)

Assistant Instructor: (1) 15 years of age by the first day of sailing of lessons, (2) US Sailing Certification as a sailing instructor or sailing counselor, (4) Power Boat Certification (US Power Squadron, Coast Guard or Official State Course), (5) Minimum 1 year of experience as a sailing instructor or IIT and 6 years overall sailing experience.

Instructor in Training: (1) 15 years of age by the end of the 2010 Sailing Season as defined by the PJGSA regulations, (2) 6 years of sailing lessons, (3) candidates with any of the training certifications listed above will be given preference, (4) Enrollment in a SYC Sailing School class.

*****Please remember to address both the general and specific qualifications in your application and include copies of all of your certifications.*****