POSITION DESCRIPTION

TITLE:        Assistant Varsity Sailing Coach - (Exempt)
             10-Month Position

Collective Bargaining - Eligible
Based on the duties and responsibilities as described in this position description, it has been determined that the incumbent is eligible to participate in collective bargaining.

JOB SUMMARY:

Reporting directly to the Director of Sailing, the Assistant Varsity Sailing Coach is responsible for helping to improve all aspects of the College’s recreational facility and programming with special emphasis on the varsity sailing team.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
(Note: These examples are intended only as illustrations of the various types of work performed in positions allocated to this class. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Responsible for following the policies and procedures as defined in the Memorandum of Understanding (MOU) and/or the employee handbook.

- Enhances programming to maximize student and faculty/staff utilization of the waterfront.

- Assists in oversight of all water activities to ensure safety of persons and equipment.

- Assists in the maintenance and improvement of all recreational/instructional assets including kayaks, dinghies, big boats, floating docks, safety boats and storage facilities.

- Travels with and supervises varsity sailing team as directed by the head coach each weekend throughout the intercollegiate seasons.

- Scouts for qualified SMC candidates on all travel and special recruiting trips. Encourages qualified student athletes to visit, apply and attend SMC.

- Coordinates management of home regattas including high school and other special events. Duties may include coordination of safety vessels, secretary of the jury, scorer, principal race officer, and/or regatta chairman.

- Assists the Director of Sailing in oversight and management of the Offshore Sailing Team.

- Responsible for helping to coordinate and refine coaching techniques including implementation during practices, daily lesson plan, lectures, video review, and on training of varsity sailing team.

- Assists in running special events not limited to but including evening events in the River Center, the Governor’s Cup Yacht race, Great Cardboard Boat Race & Special Olympics as necessary.

- Teaches instructional classes as needed including smaller private and group lessons for faculty and staff as appropriate.
PREFERRED QUALIFICATIONS:

- Ability to meet all US Sailing requirements to become a level III certified coach. In addition, candidates should have an intimate working knowledge of intercollegiate sailing and elite level dinghy racing experience.

- One year of sailing coaching experience at the intercollegiate level.

- Ability to relate to the varied members of a college community.

- Previous fund raising or marketing experience.

MINIMUM QUALIFICATIONS:

- Education: Bachelor’s degree required from an accredited institution.

- Experience: At least five years’ experience sailing dinghies and keelboats including extensive racing background.

- Experience coaching collegiate or international dinghy racing.

- Effective interpersonal skills required.

- Prior experience in boat maintenance and repair.

- Any combination of acceptable education and experience, which has provided the necessary knowledge and skills to fulfill the requirements of this position, may be considered.