CAMP STELLA MARIS
JOB DESCRIPTION (Updated 10/2025)

POSITION: SAILING INSTRUCTOR – Seasonal Exempt

Salary: $15.50-$17/hour

Reports directly to Summer Camp Director and Waterfront Director(s).

JOB OVERVIEW:

Teach and assist campers in the safe operation of sunfish sailboats during morning programming. Assess camper skill level to determine level of instruction and if they are safe to sail in various weather/lake conditions. Drive rescue boat providing guidance and support as needed. Maintain equipment and open communication with management team.

RESPONSIBILITIES:

Prior to the start of camp:

1. Maintain open communication with Summer Camp Director and manage team members.
2. Complete all necessary paperwork and submit by assigned deadlines.
3. Must attend and actively participate in required staff training.

While camp is in session:

1. Per NYSDOH Children's Camp Safety Plan:
   a. Supervise campers such that they are protected from any unreasonable risk to their health or safety, including physical or sexual abuse or any public health hazard.
   b. Always maintain visual or verbal communications capabilities with campers during activities and account for your assigned camper's whereabouts.
2. Keep open communication with supervisors.
3. Develop and operate the program in a manner that is appropriate to the ages, interests, and abilities of the campers.
4. Assist in overall maintenance and upkeep of boats, equipment, and waterfront areas.
5. Knowledge of and compliance with American Camping Association Standards and New York State/Livingston County Health Code as it applies to sailing program. (Standards and Codes will be provided in a binder and taught).
6. Other duties as directed.

OTHER:

- Abide by and enforce all Camp Stella Maris policies and regulations.
- Must adhere to all applicable federal and state laws and regulations including, but not limited to, those governing confidentiality, privacy, program, billing, and documentation standards.
- All duties must be performed in accordance with CCDR's corporate compliance and ethics program.

QUALIFICATIONS:

1. Minimum of 18 years of age.
2. Prior teaching and operating experience of a Sunfish sailboat or equivalent boat.
3. Possess valid NYS Boating Safety Certificate.
4. Valid Lifeguarding Certification is highly desirable.
5. Possess high moral character.
6. Emotionally mature and stable.
7. Belief and commitment to camp's policies and philosophy.
8. Youth group work/experience highly desirable.

Camp Stella Maris is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. All employment decisions are based on qualifications, merit, and business needs. The purpose of this job description is to describe the essential job functions and the level of work performed by individuals assigned to this position. This description is not an exhaustive list of all job duties performed by this position. Management reserves the right to modify, add to, or remove duties from jobs and to assign other duties as necessary.