



Merit Badge, Aquatics, Rowing, Sailing Instructors

Note for Applicants

Applicants should apply for only one (not all) of these positions listed on our official job posting site such as Sailing Instructor, etc. On your application, if you have experience with multiple programs/departments, please make a note in the appropriate fields on the application. Some applicants may teach in multiple departments while others will focus on one program department such as sailing or merit badges, etc. The Newport Sea Base is owned and operated by the (BSA) Boys Scouts of America, Orange County Council. **Male and female candidates are both welcome to apply.**

Types of Classes

- **Merit badge classes:** Electricity, Engineering, Oceanography, Fish & Wildlife, Environmental Science, Woodwork, E-Prep, First Aid, Citizenship in the Nation/World, Photography, and much more!
- **Aquatics & sailing classes:** Kayaking, Canoeing, Rowing, Stand-Up Paddle Boarding, Bay Fishing, and Sailing (CFJ, RS Quest, RS Tera, Keelboats – Olson 30, Harbor 20)

Overview of the Position

Merit Badge, Aquatics & Sailing Instructors implement programs in conjunction with the Program Director and BSA program standards. An instructor serves with a major responsibility for customer service, classroom instruction, curriculum development, class/activity planning, and classroom behavior management. Adheres to Newport Sea Base health and safety standards. **You must be at least 16 years old, be certified in CPR and First Aid, and attain your CA Boater's Card upon being hired.** Needs to be enthusiastic, patient, creative, and be able to engage and teach youth in an effective manner. **All instructors must be able to swim.** Must be comfortable communicating with young children, teens, and parents. Directly reports to the Program Directors at the Newport Sea Base.

***For Sailing Instructors:** US Sailing Small Boat Level 1 Instructor certificate required, American Red Cross Lifeguard or BSA Lifeguard certifications recommended.

***For Aquatics Instructors:** American Red Cross Lifeguard or BSA Lifeguard certification recommended.

Responsibilities/Duties

- Prepare and deliver lesson plans/activities to youth in a well-planned, fun and engaging manner.
- Develop and write program curriculum for new and existing classes.
- Provide active supervision ensuring a safe environment for all youth on land and water.
- Keep merit badge records, take roll and track attendance, and turn rosters into lead supervisors regularly.
- Assist in monitoring inventory of class supplies and program equipment.
- Ensure proper set-up, usage, and clean-up of the facility, equipment, and docks.
- Report program/equipment concerns to supervisor immediately.
- Be a positive role model and mentor to youth participants.
- Enforce appropriate student-discipline procedures.
- Communicate thoroughly and effectively with other program staff and Program Directors.
- Be comfortable learning how to operate a Boston Whaler motorboat and other water crafts as necessary.
- Other duties as assigned by supervisor.

Pay Type

Hourly

Hours

June-August (Summer Camp)

*Maximum: 30-40 hours per week (Mon-Fri)

September-May (School Year)

*Maximum: 10-20 hours per week

*Weekday and Weekend shift available; flexible schedule

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