

**TOWN OF WOLFEBORO  
JOB DESCRIPTION  
SAILING PROGRAM  
COUNSELOR IN TRAINING**

**JOB SUMMARY:**

The Counselor-In-Training position will work under the direct supervision of the Head Sailing Instructor and is responsible for supporting the community sailing program. The position assists the Head Sailing Instructor and the Assistant Sailing Instructor with a variety of tasks including moving and rigging boats, helping with organizing the students for different activities, watching for unsafe behavior, and other general tasks related to the program. The position prepares the trainee for future sailing instructor roles.

**ESSENTIAL FUNCTIONS/MINIMUM PERFORMANCE STANDARDS:**

- Assist in the instruction of class participants in the sport of sailing; participant ages range from 9-12 years old.
- Help prepare sailing equipment and supplies daily for participants, and help with end-of-day clean up.
- Be available to assist with all activities.
- Operate a safety motor boat for class if needed.
- Assist with first aid and emergency situations.
- Perform minor boat and sail maintenance.
- Communicate well with class participants and parents.

**Minimum Qualifications, Training, or Experience to Start:**

- Familiarity with sailing small boats, and the equipment / supplies used is preferable.
- Quick learner; able to receive and execute instructions promptly.
- Must possess a valid NH State Driver's License.
- Must possess or obtain Basic First Aid & CPR Certification.

**Physical Capabilities**

- Physical strength and ability to lift up to 50 pounds.
- Stamina to stand and walk for a minimum of four hours.
- Advanced swimming skills.
- Must be at least 16 years old.

Interested applicants should send a resume to [parksdirector@wolfeboronh.us](mailto:parksdirector@wolfeboronh.us) or call 603-569-5639.