



Bosun / Facility Maintenance Job Posting

Responsibilities & Description:

This is a part-time position with negotiable schedule for 12-20 hours per week. The US SAILING Center –Martin County is seeking an experienced dinghy sailor with a broad-spectrum of sailing knowledge, boat rigging, sailing skills, sailing safety, power boat safety, and boat maintenance.

The Bosun is primarily responsible for the ongoing maintenance, repair, transportation, handling and storage of all assets related to the sailing operations at the USSCMC. These currently include, but are not limited to 13 C420 Sailboats, 14 Optimist Prams, 6 Flying Scots, 6 Hartleys, 10 Hobie Catamarans and 11 powerboats, Paddleboards, Windsurfers, miscellaneous sailboats, the main dock and 3 floating docks and the total inventory of equipment and supplies. The Bosun is responsible to put in place and maintain a thorough log system for all boats showing all repair & maintenance activity required and a record of labor and parts required for repair to each of these assets. This is to be continually updated. This is a hands-on position and it is expected that much of the repair work will be done directly by the Bosun. For work that is outsourced, this employee will be responsible to source vendors and best price and coordinate timely and professional work.

The position requires strong communication, teaching and interpersonal skills as recruiting, engaging and building up members and volunteers is a key ingredient to success. The candidate should be a passionate self-driven individual who seeks to enrich our community of youth and adults through the great sport of sailing.

Personal Qualities and Characteristic:

- Knowledgeable in dinghy sailboat rigging and maintenance
- Organized and competent in setting daily priorities.
- Capable of multitasking, mature in decision making, humble, flexible, unquestionable integrity, a genuine love for people and sailing,
- Team player able to work alongside of and lead volunteers to fulfill a common goal

The Bosun will report directly to the Executive Director. The Bosun shall be focused on the maintenance of the power boats and sailboats, trailers, grounds, and facilities. His efforts should be such that he is inviting to volunteers to participate in a manner that increases the Bosun's productivity and grows the volunteer activity. The Bosun shall have a hands-on role in creating work lists, ensuring proper tools, supplies and equipment are on hand to complete a project. The Bosun will be responsible for keeping the sail-room and work shop clean, orderly and in working order. Maintaining lists of needed supplies, along with identifying ordering details and suppliers will be the Bosun's responsibility.

Specifically, the Bosun will need to promptly support the equipment needs for Summer Camp, regattas and special events. The Bosun will share the responsibility for systems, procedures, and personnel to maintain the safety of all sailors and volunteers. Being alert to customers' needs for rescue and support on the water will be part of the on duty responsibilities.

Volunteers are the heartbeat of the USSCMC and they are the single most valuable resource. The boat resources include approximately 75 sailboats, 11 powerboats, and a half dozen windsurfer boards,

paddleboards and kayaks all located at the Center. The USSCMC provides services for 300+ members, 400+ summer camp youth and 800+ out of town regatta competitors.

Additional Specific Responsibilities include:

- Conditional of employment as Bosun at the USSCMC the selected candidate must successfully complete the US SAILING Level One Instructor Certification and all additional requirements associated with the certification within the first year of employment. The USSCMC will reimburse 100% of the tuition costs for the certification and will consider the 4 days of the certification course as days of employment provided the course is successfully completed.
- Work with and direct volunteers and part-time High School staff.
- Directly responsible for USSCMC's fleet and facility maintenance needs
- Oversee boat charters during regattas
- Assist with planning and purchasing of supplies, repair parts, equipment, etc.

Required Skills:

- Exceptional leadership, organizational and interpersonal skills
- Sailboat rigging skills
- Strong ability to independently load and off-load a boat on a trailer
- Safely operate a power boat
- Mechanical tool skills
- Launch and haul boats.
- Knowledge of sails and sail maintenance: ability to do oversee ongoing repair & maintenance.
- Basic mechanical skills, including trailer maintenance and repair.

Beneficial Skills:

- Line splicing
- Swaging Working with Fiberglass
- Brightwork, awlgrip, gel-coat

Pay Scale

Part-time

- \$15 - \$30/ hour depending on skills and abilities and experience for a 12 to 20-hour work week
- Hours are negotiable, but consistency will be required
- As a reference the USSCMC hours of operation are Wednesday- Sunday, 10AM-6PM

LINK TO ONLINE APPLICATION [click here](#)