



# Children's Sailing Trust

**Job Title:** Activity Instructor/Dinghy Instructor  
**Reporting to:** Activities Manager  
**Based:** Helford River and Trevassack Lake, Garras

---

*The vision for Children's Sailing Trust (CST) is to deliver safe, welcoming watersport environments and facilities that generate sustainable profits for the charity. Our mission is to create and maintain high quality watersport environments and commercially viable facilities that enable young people to develop their confidence, competence and resilience.*

## Job Description

### Overall purpose of the job

Working under the direction of a Senior Instructor, Activity/Dinghy Instructors will work alongside other Activity Instructors and Volunteers and be responsible for the delivery of high-quality watersport sessions to a variety of groups and individuals.

### Duties and responsibilities

- To deliver high quality watersport sessions to a variety of groups and individuals.
- To maintain and exceed the standards set by the National Governing Body associated with the sport(s) delivered.
- To ensure that all equipment is checked as required.
- To ensure that activity areas are maintained in a safe and clean state appropriate to the activity, as well as ensuring at the end of each working day activity areas are clean and tidy and equipment put away.
- To act in a professional manner always ensuring that clients have a safe and enjoyable experience at CST.
- To attend monthly staff training.
- To attend pre-season training and induction days.
- To assist the Senior Instructors in any other centre related tasks.

### Additional responsibilities

- To adhere to all the Policies and Procedures of the organisation.
- To commit to continual professional development and undertake any training and development deemed necessary for the purposes of the role.
- To maintain working knowledge of the Policies, Procedures and Regulations governing CST.
- To comply with the data security requirements and procedures at all times and process data in line with the Data Protection Act 1998.
- To take positive steps to identify and overcome barriers to participation amongst young people, older people, people from BME groups and disabled people, prioritising access and inclusion.
- To be prepared to occasionally carry out work outside of the contracted / normal working pattern i.e. evenings.
- To undertake other duties that can reasonably be expected in a post of this nature.

## Person specification

	Essential	Desirable
Qualifications and experience	<ul style="list-style-type: none"> <li>• RYA Dinghy Instructor or</li> <li>• BC Paddlesport Instructor</li> </ul>	<ul style="list-style-type: none"> <li>• RYA Dinghy Instructor</li> <li>• BC Paddlesport Instructor</li> <li>• BC Paddlesport Leader</li> <li>• RYA Powerboat Instructor</li> <li>• RYA Safety Boat</li> <li>• Full UK driving licence</li> <li>• Safeguarding qualifications</li> <li>• Delivery of SEND watersport sessions</li> <li>• Delivery of shore-based team building sessions in an outdoor setting</li> </ul>
Skills and knowledge	<ul style="list-style-type: none"> <li>• Basic dinghy maintenance</li> <li>• Child protection / safeguarding</li> <li>• Health and safety</li> </ul>	
Personal qualities	<ul style="list-style-type: none"> <li>• Excellent communication skills, ability to build rapport with children, young people and their families.</li> <li>• Energetic, positive attitude.</li> <li>• Proactive.</li> <li>• Strong client focus, motivated to deliver high quality experience.</li> <li>• Understanding importance of equality and diversity, and a commitment to creating an inclusive culture.</li> <li>• Flexible and adaptable to working patterns.</li> </ul>	