



The Community Boating Center
555 Harris Ave
Bellingham, WA 98225
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info@boatingcenter.org
boatingcenter.org

Join the Community Boating Center's Operations Team!

The Community Boating Center is excited to announce its 2019 summer crew positions. Join our team of spirited, knowledgeable and passionate boaters as we enable folks to explore the Salish Sea. The CBC is hiring sail and kayak instructors, youth camp leaders, and operations staff. Positions range in length from 11 weeks for summer camp leaders, to four months for sailing and kayaking instructors. Everyone's welcome to apply. Just like our name states we're a "community" boating center striving to get everyone on the water safely and having fun.

Time Frame: June – September, 2019

Position Description: Community Boating Center waterfront operations positions are dynamic roles, responsible for a variety of tasks within all aspects of the organization's business and mission. Staff duties include, but are not limited to:

- Conducting point-of-sale transactions with customers
- Ensuring safety on and off the water by adhering to best safety practices
- Managing Port of Bellingham nightly and monthly moorage, under contract to CBC, by monitoring vessels and collecting payment
- Managing vessel reservations
- End-of-shift accounting and reconciliation of sales
- Responding promptly and professionally to phone calls, messages and emails
- Keeping shift reports and boards current on fleet, class and operation details
- Cleaning and maintaining vessels and equipment
- Assisting customers with preparing vessels and safety equipment prior to being on the water
- Assisting customers with cleaning and storing vessels and equipment
- Yard sweeping and maintenance
- Cleaning changing room and bathroom, and handling trash and recycling as needed
- Conducting safety boat shuttle to vessels for renters and participants in CBC classes
- Providing towing and rescue support as needed
- Other duties as assigned

Preferred Skills: We strive to hire staff with a passion for maritime recreation and education, a safety-first approach for our work, and a fun and positive attitude for our customers. In addition to strong character and communication skills, CBC staff members have and/or develop:

- Experience with different types of small vessels such as those found in the CBC's rental and safety fleet
- Group leadership skills

- Engaging communication and storytelling techniques
- Experience as a team member to foster a supportive and collaborative work environment
- Local knowledge of marine ecology and/or community history
- Local knowledge of maritime weather, wind, tide and current resources
- Motivation to learn and share with others

Qualifications: The Community Boating Center hires staff members with a range of knowledge, skills and abilities to provide a positive customer experience in a safe, fun and educational environment. CBC operations staff members typically have:

- Current CPR/First Aid/AED certification (this is required, and can be obtained after hiring, before your first shift)
- Washington State Boaters Card (this is required, and can be obtained after hiring, before your first shift)
- Valid driver's license with a clean driving record (this is required, and can be obtained after hiring, before your first shift)
- Instructor certification in sailing, kayaking or related outdoor sport
- Experience operating a safety boat connected with races and/or recreational boating
- Experience driving a truck with trailer
- Ability to work weekends and evenings

Compensation: \$13 - \$15/hour depending on experience.

Interviews may consist of phone, in-person, and/or on-water components. This is a seasonal position. The Community Boating Center is an equal opportunity employer.

To apply: Please send your cover letter, resume, and three professional references to CBC Acting Director, Erica Reed.

Email: erica@boatingcenter.org
Postal: 555 Harris Avenue Bellingham, WA 98225

Our Mission: The Community Boating Center is a non-profit organization that fosters small-watercraft education, access, safe recreation, and marine stewardship. Our programs and services are available to all ages and experience levels. We rent paddle and sail boats, provide lessons to youth and adults, and offer guided trips and dry moorage. The CBC was founded in 2006 and is supported by a strong community of donors, students, volunteers and tenants.