



## **Wooden Boat Building Instructor Job Description. Full Time**

### Instructor's are responsibilities are:

- Collaborate with Executive Director and fellow instructor/s to assist designing programs and curriculum for 4-month apprenticeship.
- Facilitate a progression of lessons related to basic woodworking skills, boat building skills and restoration skills.
- Provide excellent customer service, invoicing, and bidding for clients with assistance from ED.
- Meet boat building goals provided by Executive Director.
- Help oversee daily work of apprentices.
- Mentor and provide feedback to apprentices.
- Facilitate community experiences for apprentices.
- Assist with maritime related instruction.
- Participate in the application process of future apprentices.
- Communicate effectively and in a timely fashion with Executive Director and fellow instructors.
- Collaborate with Executive Director and fellow instructor/s to create volunteer opportunities and outreach for apprentices.

Instructors are expected to foster a community environment that teaches respect, responsibility, service to others and personal growth. The instructors are supported by the Executive Director.

### Responsibilities:

- Teach woodworking, boat building, shop safety and restoration skills.
- Assist boat shop volunteers.
- Assist teaching sailing, rowing and seamanship skills.
- Advise apprentices on personal and interpersonal skills;
- Participate in extracurricular activities; sailing, field trips, etc.
- Assist coordinating community service projects.
- Assist coordinating weekly chores with apprentices;
- Help facilitate island solos;
- Participate in the apprentice interview process by assisting with interviews and on campus visits.

- Collaborate with all staff to facilitate experience of visiting future apprentices.
- Attend staff meetings.
- Assist with ordering wood and shop supplies.
- Maintain, sharpen, and repair tools and machinery.
- Lead, participate and role model contemplative time.
- Participate in on campus projects and facilities projects led by Executive Director.
- Participate in building boats for the purpose of sale when appropriate.
- Teach open enrollment classes in woodworking and boat building when the apprenticeship is not in session.

**Skills and Competencies:**

- Experiential education.
- Strong knowledge of woodworking and boat building of small wooden craft.
- Strong, creative and dynamic student teaching skills.
- Effective communication and presentation skills.
- Maritime experience.
- Leadership skills.
- Organizational skills.
- Team player.

**Terms of Employment:** Full time. Exempt Employee.

**Compensation package:**

Starting annual salary of \$30,000. Will be reviewed annually.

**Start Date:** TBD

**Room and board:**

All housing expenses (including utilities) are provided for by the Boat Shop and all meals are provided every weekday (except for holidays and scheduled breaks).

**Health Insurance:** 100% provided.

**Pension Plan:** 14% of salary

**Vacation:**

You will have 20 vacation days, in addition to scheduled breaks through the year, as well as all Federal Holidays celebrated by the Boat Shop.

**Continuing Education:**

You will be provided with reasonable opportunities for continuing education and professional development. All such opportunities are subject to approval by the Executive Director.

This position reports to the Executive Director.

How to apply: Please submit a resume and cover letter to Alicia Witham at [director@carpentersboatshop.com](mailto:director@carpentersboatshop.com)