



Position - Chief Instructor

Responsible to - Marine Manager and in turn the Club Committees

Salary- 26-28k DOE

Working hours – 40 Hours Contact (Full time, permanent) - Normal working is 40 hrs a week as required by the varied nature of club. Flexibility will be required. Evening and weekend work is expected.

Candidates should have the right to live and work in the UK, hold a current driving license and valid passport. We encourage development opportunities within our team.

Overview

The Chief Instructor at Hayling Island Sailing Club plays a vital, hands-on role in the delivery of watersports training and the smooth operation of the club's marine activities. Reporting to the Marine Manager, the Chief Instructor is responsible for overseeing the club's training calendar and ensuring the high-quality and safe delivery of RYA courses, training weeks, and coaching.

This is a varied and practical role that requires a proactive and adaptable individual. Acting as Duty Senior Instructor, you will lead training sessions, support the instructor team, and maintain high safety standards across all on-the-water activities. You will also work closely with others in the marine department to support broader club operations, including major sailing events and daily marine activity.

The role involves working outdoors in varying conditions and includes physical duties. Training for plant machinery and equipment handling will be provided. High attention to detail, strong problem-solving skills, and the ability to prioritise tasks are essential.

Preferred Qualification Requirements

- RYA Senior Instructor, Dinghy Sailing, Windsurfing, Wingsurf/Foil
- RYA Powerboat Instructor.
- RYA Shore based Instructor, First Aid, SRC.

Desirable skills & experience

- Maintenance of marine equipment, including GRP and outboards
- High awareness of health and safety practices
- Experience working in a busy sailing school, beach, or club environment
- Excellent interpersonal and customer service skills
- Strong communication, influencing, leadership, and coaching abilities
- Strategic thinking
- Problem-solving

Main Responsibilities

- Plan, organise, and run the club training calendar, including RYA courses, training/fun weeks, corporate functions, and other club training/coaching activities
- Support the delivery of training organised by youth and training committees.
- Act as lead instructor on watersports courses
- Lead briefings and debriefings for sailors and instructors
- Assist the Marine Manager with recruitment, supervision, and mentorship of staff
- Support the Marine Manager in seasonal reviews of training and hire
- Contribute to reviews of risk assessments and operational procedures
- Ensure the club retains all necessary NGB accreditations
- Be the registered RYA Chief Instructor for Hayling Island Sailing Club
- Support Thursday Club, the HISC sailing charity, acting as SI if required
- Review and approve Race Officer (RO) risk assessments, providing guidance to ensure safe racing

- Perform the role of Duty Senior Instructor, including risk assessment approvals, coach registration, and coach briefings, in line with HISC Training Policy and Operating Procedures (under the Marine Manager's oversight)
- Provide and maintain onshore resources for use when sailing is not possible (e.g. training DVDs, rule guides, ropes for knot practice); devise relevant onshore activities
- Rig, launch, and pack away hire boats/boards from the HISC hire fleet
- Assist HISC members as required
- Maintain cleanliness and full inventory of rescue, committee, and ferry boats
- Ensure rescue, committee, and ferry boats are fuelled
- Carry out maintenance on all club boats, including GRP work
- Maintain plant machinery as required
- Assist with winter lay-up and launch of yachts, committee boats, and the ferry
- Support race events with the correct equipment (e.g. race marks, flags)
- Assist with running the ferryboat and other boat-driving duties
- Launch and recover club and private RIBs, Ventures, and keelboats
- Operate club plant machinery for launch and recovery operations
- Complete maintenance checks and log entries in accordance with club policy
- Monitor the dinghy park
- Maintain clean and safe working areas, including the boat shed and yard