

# MAINE MARITIME ACADEMY

A College of Engineering, Management, Science, and Transportation

## Sailing Technician – Assistant Sailing Coach

### POSITION OVERVIEW

Maine Maritime Academy is seeking a dynamic and skilled individual to act as a Sail Technician and Assistant Sailing Coach. This role provides technical maintenance of the MMA sailing fleet and provides coaching and instruction for our sailing programs.

The successful candidate will have demonstrable experience in sailboat rigging, sail repair, and small craft maintenance, as well as sailing instruction and coaching at the high school, collegiate, or club level. The candidate must hold, or be able to obtain within six months, a US Sailing Level 1 Certification (or equivalent). This position will report directly to the Academy's Sailing Master and Head Sailing Coach.

This role requires hands-on work in support of Academy vessels, collaboration with coaching staff for team training and regatta travel, and student supervision in both instructional and technical settings. All activities are expected to align with MMA's mission and standards of excellence in education, safety, and seamanship.

This is a 12-month, full-time position, offering the opportunity to work in a vibrant waterfront community while helping shape the next generation of mariners and sailors. The compensation package is union negotiated and includes full benefits which make it very competitive.

### KEY RESPONSIBILITIES

- Technical & Maintenance Responsibilities:
- Maintain, rig, and repair the Academy's diverse sailing fleet, including both dinghies and offshore vessels as well as other tasks assigned by the Sailing Master.
- Oversee sail inventory including performing and supervising sail repairs and maintain an organized and stocked sail loft
- Support ongoing upkeep of vessels including fiberglass, woodworking, mechanical, and safety repairs.
- Maintain the cleanliness and organization of the sail float, vessels, and supporting facilities.
- Assist with vessel deliveries and seasonal preparation including launching and haul-out; stepping masts.
- Operate travel lifts, cranes, pumps, trailers, and other related mechanical equipment.
- Provide supervision and training to student workers involved in fleet maintenance.
- Ensures the safety of the students at all times. Identifies maintenance and safety issues and works with Waterfront staff to ensure that the vessels, equipment, and facilities are safely maintained.
- Assists in operating and maintenance of the waterfront facilities including boats, equipment, docks, shops, and administrative spaces as an exemplary marina/boat yard facility.

## **COACHING & INSTRUCTIONAL RESPONSIBILITIES**

- Serve as Assistant Coach for the Varsity Sailing Program; working with both dinghies and keelboats
- Travel to Regattas as the person in charge. (Fall season is September+ October; Spring season is March and April; Summer season is July 20 to August 7)
- Assist daily practices and skills development sessions in coordination with the Head Sailing Coach and Head Dinghy Sailing Coach.
- Instruct students in PE100 and other sailing courses, clinics, and experiential learning programs.
- Mentor students in seamanship, teamwork, and safe sailing practices aboard offshore sailboats.
- Serve as a positive representative of MMA during public-facing events and community engagement opportunities.
- Foster an inclusive, respectful learning environment for sailors of all skill levels.
- Assist as needed with all MMA sailing programs.
- Teach introductory and intermediate sailing courses as assigned.

*The statements above reflect the general details considered necessary to describe the principal functions of the job as identified and shall not be considered as a detailed description of all work requirements that may be inherent in the position.*

## **COMPETENCIES**

- Excellent interpersonal, teaching and communication skills are essential.
- Demonstrated exceptional sailing skills.
- Strong attention to detail and ability to react to dynamic situations.
- Ability to maintain composure in stressful situations.
- High degree of professionalism.
- Competent in rig assembly, tuning, inspection and repair
- Competent in splicing lines associated with modern and traditional rigging
- Collaborative team player.
- Experienced in small boat operation, power and sail
- Ability to work well with people of varied backgrounds and talents.
- Demonstrated understanding of excellent customer service.
- Desire to promote sailing to all students.

## **JOB REQUIREMENTS**

- US Sailing Level 1 or equivalent certification (or ability to obtain within 6 months) required
- Completion of a safe boating course w/ operator's certificate (or ability to obtain within 6 months of hire).
- Possession of a valid Driver's License and ability to obtain approved driver standing through Maine Maritime Academy.
- Must have (or obtain within 30 days of hire) AED / CPR / First Aid Certification.
- Demonstrated sailboat rigging ability and sail repair
- Prior coaching experience in youth, high school, or college sailing (dinghy and keelboat experience is preferred)

- Demonstrated experience sailing keelboats and dinghy racing (preferably at the collegiate level)
- Experienced operating a range of small craft, including motorized support boats.
- Ability to supervise and instruct students in both technical and athletic settings.
- Strong organizational skills and ability to manage competing priorities.
- A willingness to travel for regattas and work weekends as required.
- Proficiency in Microsoft Office programs (specifically Excel, Word)
- Ability to work nights, weekends, and some holidays

#### **PHYSICAL/ENVIRONMENTAL REQUIREMENTS**

- Exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Ascending or descending ladders, stairs, scaffolding, ramps, using feet and legs and/or hands and arms. Body agility is emphasized.
- Requires lifting, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, and pulling are required frequently.
- This work includes sailing and maintenance work in outside areas, hot and cold weather, and exposure to elements such as the ocean, rain, salt spray, dirt, fumes, and loud noises.
- Requires color vision: ability to identify and distinguish colors and depth perception. Vision requirements as set forth and covered under USCG requirements.
- Criminal background clearance required
- Position requires employee to participate in MMA's USCG approved drug screening program.

#### **ABOUT THE FLEET**

- 20 Collegiate 420 dinghies
- 10 Colgate 26s {w/ trailers}
- Arctic Schooner Bowdoin
- Taylor 41 Temptress
- 2 Beneteau Figaro 2's
- Schooner Puritan
- 10 Mercury class sailboats

Maine Maritime Academy Position Factor Evaluation			
	Job Title: Sailing Technician – Assistant Sailing Coach	Job Code:	
	Wage Grade: 19	Total Points: 458	
	Factor	Degree	Points
1	Knowledge and Skill	6	216
2	Effort		
	A. Mental and Visual Effort	5	40
	B. Physical Effort	4	40
3	Responsibility for Cost Control	2	16
4	Responsibility for Others		
	A. Injury to Others	5	40
	B. Supervisory Responsibility	3	24
	C. Sensitive Information and Records	1	8
5	Working Conditions	5	50
6	Responsibility for External and Internal Relations	3	24
	Date of last reclassification: 2025-08		