

**Odyssey Wilderness Programs, Inc.**

1106 Harris Ave. Suite 201

Bellingham, WA 98225

**JOB DESCRIPTION**

**LONGBOAT SAILING CAPTAIN**

**JOB SUMMARY**

The Longboat Sailing Captain will be Course Leader or PIC (Person In Charge) during the 14-day Longboat Sailing expedition of the Odyssey program. The main role of the Longboat Sailing Captain is to effectively operate the longboat in a safe and efficient manner while managing a group of adolescent students who are novices to sailing. The Longboat Sailing Captain's job is a unique balance, combining dynamic skills of an outdoor educator, sailing instructor, captain and mentor to a group of adolescents. Longboat Sailing Captains work closely with each part of the Treatment Team, including Field Instructors, Field Therapist, Logistics and Field Management. After setting course norms, boundaries and teaching an introduction to Longboat Sailing, the Longboat Sailing Captain will be in charge of implementing the Community Phase Curriculum, along with the support of the two Field Instructors on board. Community Phase is the culmination of the Odyssey program, and builds on skills each student has learned in previous phases. The Longboat Sailing Captain must be flexible and supportive during this important process in each student's experience, at the same time teaching the necessary sailing skills for the group to be successful in completing the phase. Longboat Sailing Captains will find their Odyssey work rewarding, empowering and will gain valuable experience from leading Longboat Sailing expeditions.

**ESSENTIAL FUNCTIONS**

- Create a safe course environment by using appropriate risk-management and leadership skills.
- Exemplify the Odyssey mission, values, philosophy and model positive behavior to students.
- Maintain and follow all program policies and procedures during the expedition.
- Implement the Community Phase Curriculum assignments and exercises to promote the effective learning of Longboat Sailing and Community phase skills
- Build rapport with students and maintain positive relationships throughout the course.
- Follow Field Therapist's treatment plan directives and collaborate with the Field Instructors to facilitate individual student assignments, interventions and treatment objectives.
- Attend pre-course training sessions scheduled each Tuesday and Wednesday prior to the beginning of each course **and** attend performance evaluations on the final day of each 14-day course.
- Communicate effectively with the Field Instructors and Field Therapist to achieve course objectives.
- Read, understand and follow the procedures outlined in the Longboat Sailing Captain Notebook.
- Read, understand and follow the Odyssey Employee Handbook: Policies and Procedures Manual.

## JOB REQUIREMENTS AND QUALIFICATIONS

### 1. Education and Training

- Bachelor's degree in a human and health services field preferred, but not required.
- Wilderness medicine training such as a WFR or MPIC preferred, but not required.

### 2. Licenses and Certifications

- Must have a valid and current USCG 100-Ton Masters License.

### 3. Knowledge and Experience

- Must have at least 1 year experience working in the role of Captain aboard a commercial vessel.
- Must have extensive sailing and outdoor living experience.
- Must have the ability to work well under pressure and be well organized to manage groups effectively.

## OTHER JOB REQUIREMENTS

- Must have the ability to maintain good working relationships with clients, employees, and industry professionals.
- Must have effective oral and written communication skills, including the ability to clearly express thoughts and ideas to others.
- Must have the ability to maintain confidentiality of files and other documents.
- Must be able to work with money and cash receipts and keep up-to-date expense records.
- Must dress in a professional manner.
- Must have a valid driver's license and good driving record.
- Must have a demonstrated record of good work attendance and reliability.
- Must be flexible in work habits and work schedule.
- This position requires a professional demeanor and an orientation toward excellent client services.

## SPECIAL INFORMATION

### Longboat Sailing

Odyssey longboats are open, rowing and sailing vessels. Longboat Sailing is a camp cruising experience, and the boat is powered only by wind or by oar. Captains should have extensive knowledge and experience in these traditional sailing skills and be prepared for long days on the water with varying degrees of students' skill levels. Specific considerations can be further discussed with program administration.

### At-Risk Teen Population

Odyssey serves a struggling, at-risk teen population. Working directly with an at-risk teen can be unpredictable at times and Longboat Sailing Captains must be willing to take risks associated with working with this population in a wilderness environment. These risks can be further discussed and evaluated with program administration.

## WORK SCHEDULE

### **Overview**

The Longboat Sailing Captain has two options for employment work schedule: full-time or part-time. While there are advantages to working a full-time work schedule, working part-time allows for more time off to pursue other interests and no long-term commitment. Full Time Longboat Sailing Captains however, are eligible for virtually all company benefits and are required to commit to one full season of employment.

### **Full Time Longboat Sailing Captains:**

- Work a schedule of 2-weeks on course, followed by 2-weeks off.
- Must complete a minimum of 4 courses per Odyssey season.
- Are eligible for the Odyssey Health Insurance Benefit Package during the Odyssey season.
- Must complete a minimum of one 2-week Longboat Sailing course as an Assistant Captain.
- Receive a \$300 bonus after every 5 courses.
- Are given priority in scheduling course dates.
- Receive reimbursement for taking a WFR or MPIC certification course not to exceed \$550.00.
- Eligible for pro-deal accounts.

### **Part Time Longboat Sailing Captains:**

- Schedule 2-week courses on a course-by-course basis. Long-term commitment not required.
- Are not eligible for the Odyssey Health Insurance Benefit Package.
- Must complete a minimum of one 2-week Longboat Sailing course as an Assistant Captain.
- Do not receive course bonuses.
- Schedule course dates after Full-Time Longboat Sailing Captains.
- Do not receive reimbursement for taking a WFR certification course.
- Not eligible for pro-deal accounts.

### **The Odyssey Season**

The Odyssey season is defined as the months in which students are enrolled in the program and when there are current courses being run in the field. This season begins the first of May and ends the first of October, depending on weather and other conditions each year.

### **Daily Schedule**

The daily schedule of the Longboat Sailing Captain will vary widely according to specific course and group needs. Specific procedural operations and daily responsibilities during a course can be found in the Field Instructor Notebook and Policies and Procedures Manual.