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## Program Manager Wanted

MacSailing is seeking an experienced Program Manager to oversee the planning, delivery, and day-to-day operations of our sailing programs for the 2026 season. This role is ideal for a strong leader with instructional experience who enjoys balancing people, programs, and operations in a busy on-water environment.

This position is part-time in April and May, transitioning to full-time from June through September 2026.

### Role Overview

As Program Manager, you will be responsible for ensuring our programs run smoothly, safely, and to a high standard. You'll work closely with senior leadership and instructors to coordinate staffing, support instructors, and deliver a great experience for students and families.

This is a hands-on leadership role with a mix of on-site presence, staff support, and operational decision-making.

### Compensation

\$28-\$32 per hour, depending on experience and qualifications.

### Key Responsibilities

- Oversee daily program operations and scheduling
- Lead, support, and mentor instructional staff
- Coordinate staffing, substitutions, and on-water logistics
- Support staff onboarding, training, and seasonal ramp-up
- Ensure programs meet Sail Canada standards and internal quality expectations
- Monitor safety practices, equipment readiness, and presentation standards
- Act as a primary point of contact for instructors during program delivery
- Collaborate with leadership on program improvements and efficiencies

### Qualifications

- Sail Canada Instructor certification (or equivalent, subject to approval)
- Minimum 5 seasons of instructional and/or leadership experience
- Strong leadership, organization, and communication skills
- Experience managing staff, schedules, or programs in an outdoor or instructional setting
- Solid understanding of sailing instruction, safety, and local waters
- Valid First Aid & CPR (or willingness to obtain)
- Availability for weekends and peak-season hours

### Why This Role

- Meaningful leadership responsibility within a well-established sailing school
- Direct influence on program quality, staff experience, and daily operations
- Opportunity to grow into senior or long-term leadership roles
- Work in one of Canada's best urban sailing environments

### How to Apply

Please email your resume, a brief cover letter, and relevant certifications to [info@macsailing.com](mailto:info@macsailing.com)