



# Find your purpose. Make an impact.

## Sailing Instructor 1, 2 and 3

If you are committed to public service, enjoy collaborating with others, share our [values](#) and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. The City offers unique, diverse jobs and a variety of work locations. Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As a Sailing Instructor 1, 2, or 3, you will be responsible for instruction in various levels of the CanSail curriculum of the Sail Canada program, including development of skill base and knowledge in the activity area. Primary duties include:

- Teach specific skills to participants through progressive development and experiential based learning.
- Adhere to the standard curriculum programs required and completion of participant progress cards.
- Utilize lesson plans provided by CanSail program and modify as required.
- Maintain program records and assist with program evaluation.
- Provide safety expertise and ensure safety and well-being of participants.
- Prepare and maintain equipment, supplies, and program space.
- Maintain a high degree of customer service, respond to customer enquiries, and provide information to interested participants.

### Qualifications

- Sailing Instructors must be at least 16 years of age.
- Canadian Coast Guard Pleasure Craft Operator's Card is required, in addition to:
  - Instructor Level 1: CanSail 1/ 2 Coach certification or Sail Canada Certified Wet Feet Coach Award.
  - Instructor Level 2: CanSail 3/ 4 Coach certification AND at least 1 year of Sailing Instruction experience.
  - Instructor Level 3: CanSail 5/ 6 Coach certification AND at least 2 years of Sailing Instruction experience.
- Demonstrated skill, knowledge, and proficiency in area of instruction.
- A valid Class 5 Driver's License (or provincial equivalent) and access to a personal vehicle for work may be required for some positions.
- Previous training and knowledge of Physical Literacy will be considered an asset.
- Excellent communication skills, positive representation of City recreation programs, and demonstrated initiative, planning and organizational skills.
- Ability to adapt to changing needs of program and/or participants.
- Sound judgment in safety standards and well-developed customer service skills.

### Pre-employment Requirements

- Current Intermediate First Aid certification (equivalent to Standard First Aid, Cardiopulmonary Resuscitation (CPR) level C, and Automated External Defibrillator (AED)) is required.
- A valid Security Clearance with Vulnerable Sector Search must be provided for those over 18 years of age and a valid Police information Check must be provided for those under 18 years of age. Date of completion must be within the last

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12 months.

- Successful applicants must provide proof of qualifications.
- Applicants may be contacted, interviewed, and hired throughout the duration of this competition.

**Pre-employment Drug Test:** An offer of employment for this position will be conditional on an applicant passing a pre-employment drug test. This test assesses for use of drugs including cannabis. Failure to pass a pre-employment drug test may prevent an applicant from being hired into any safety sensitive position for a period of up to twelve months.

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Union: Non-Union/ Code 86

Position Type: 5 On-Call

Compensation:

Instructor 1 \$17.83 - 22.03 per hour

Instructor 2 \$19.93 - 25.17 per hour

Instructor 3 \$23.07 - 25.17 per hour

Hours of work: On-Call hours will vary based on operational requirements.

Audience: Internal/External

Business Unit: Recreation and Social Programs

Location: 90 Avenue and 24th Street SW

Days of Work: This position typically works weekdays, occasional evening and weekend shifts as required.

Apply By: March 15, 2026

Job ID #: 313380