



2018 Volunteer Job Descriptions

Regular Shifts – Regular weekly schedule. Sign up online. Find links in the bi-weekly Volunteer Opportunities emails.

Rental Assistance: On busy weekends rental assistance can be fast-paced. Volunteers welcome new clients; carry, launch, and catch boats at the dock; enter waiver and evaluation data into our database.

- Remain positive and proactive working with a variety of staff and clients.
- Typical work includes lifting boats, customer service, and basic computer work.

Community Outreach: Every weekend Community Outreach volunteers set up and staff tables on Church Street.

- Requires becoming familiar with basic CSC programs.
- Typical work includes chatting with community members, sitting outside for several hours, and transporting supplies for the outreach tables.

Facility & Fleet Maintenance: We rely on volunteers to help maintain our facility and fleet. Some of these jobs require getting your hands dirty or lifting heavy things. Others might involve a weedwacker, hammer, paintbrush, etc. Volunteers may find themselves working independently, with other volunteers, or with members of the management team.

Race Committee: Every Friday at CSC's free dinghy races, as well as at some special events throughout the summer, volunteers assist with rigging, course setting, timing, scoring, and derigging. This position requires a minimum three time commitment and a brief interview with the Outreach Coordinator.

Custom Shifts- Schedule these shifts to fit into your calendar. Contact Outreach Coordinator to arrange a custom shift. *Minimum commitment of three 1-hour shifts.*

Facility & Fleet Maintenance: Adopt a project for a month or the entire season. Examples: mow a portion of the boatyard, weedwack, clean boats, etc. Tasks depend on both volunteer interests and CSC need.

Office Assistance: Arrange to come in once a week or every other week at a particular time to help with data entry. Tasks depend on both volunteer interests and CSC need.

Special Event Shifts- Some volunteer opportunities come just once a year. See below for 2018 dates. Sign up for the Volunteer Opportunities emails for more details and for links to sign-up as Special Event Shifts approach.

Signature Events

- Open House, June 2nd
- Rock the Dock, July 3rd
- Regatta for Lake Champlain, July 14th
- Water Works Fair, July 28st
- Stand Up for the Lake, August 4th
- Sailorbration, Saturday, August 25th

Community Outreach: Set up a table and share information with community members at Open Streets, Harvest Fest and many more annual events.

- Requires becoming familiar with basic CSC programs.
- Typical work includes chatting with community members, sitting outside for several hours, and transporting supplies for the outreach tables.

Facility & Fleet Maintenance – Saturdays in April, May, Oct, Nov

Opening and Closing Work Days offer a wide array of jobs and often cold and windy weather. Volunteers who are open to tasks from fixing fences to flipping boats and with some good warm layering have a great time helping the year round staff prepare for the changing seasons.

Floating Classrooms Shifts- Floating Classrooms engages local students in lake ecology and STEM (Science, Technology, Engineering, and Math) education through keelboat sailing and hands-on lessons. Participating classrooms visit the sailing center three times, once per season. Volunteers assist CSC educators, sailing instructors, and 4th and 5th grade students in this mission-driven and standards-based program. *Minimum 12-hours per season. Background checks and training are required.*

Spring and Fall: *Weekdays. 8am - 2pm. May - mid June.* In the early fall and late spring, students sail and engage in a hands-on lesson on land. Bring a desire to learn alongside the kids and share your knowledge of sailing and experiential education with us!

- Support sailing instructors to rig and de-rig keelboats.
- Fit students with life jackets.
- Supervise & facilitate student transition between the building and dock.
- Provided there is enough space, join sailing instructors on keelboat sail with students.

Winter: *Weekdays. 8am - 2pm. Mid January-February.* The winter lesson provides a bridge between the fall and spring, connecting concepts and instilling confidence and ownership in students. Bring a desire to learn alongside the kids and share your passion for experiential education with us! This is a great opportunity to develop additional educational skills.

- Help organize classroom space.
- Gather and organize educational materials.
- Assist students throughout program.