

POSITIONS AT ABBOT FLETCHER SAILING SCHOOL 2024

Thank you for your interest in positions at the Abbot Fletcher Sailing School.

Classes will be held from Monday, July 1, 2024 thru Friday, August 9, 2024. In addition, staff must be available for orientation the week prior to the start of classes.

Volunteers: Minimum age: 14 years. Availability: preferably all 6 weeks, but a minimum of 3 weeks. **Must have certification in First Aid/CPR.**

Junior Instructors: Minimum age: 16 years. Availability: all 6 weeks. Must be **US Sailing Level 1 certified** as well as having **certification in First Aid/CPR.**

Instructors: Those individuals 18 years of age or older who also have 3 years' experience teaching sailing. Must be US Sailing Level 1 certified as well as having certification in First Aid/CPR.

Applicants for volunteer and paid positions must complete the application below, attach copies of applicable certifications, and mail it to AFSS, PO Box 94, Orr's Island, ME 04066. References should be non-relatives.

Applicants may be requested to attend a Zoom interview with the AFSS Chairs and Head Instructor.

Abbot Fletcher Sailing School

2024 Application for Summer Employment

The Abbot Fletcher Sailing School does not discriminate in its employment practices on the basis of age, race, color, religion, origin, sex, place of birth, ancestry, sexual orientation, or any other legally protected status under state or federal law.

PLEASE TYPE OR PRINT. Complete the entire application. You may attach a resume, but you must still complete all questions or your application will be deemed incomplete and may not be considered. Please fill out each box (do not just indicate "See Resume"). Dates of operation for 6 weeks: July 1 - August 9.

Volunteer (14+ yrs) <input type="checkbox"/> Jr. Instructor (16-18 yrs) <input type="checkbox"/> Instructor <input type="checkbox"/> Head Instructor <input type="checkbox"/>	Name (Last, First, Middle Initial):	Other names under which you have attended school or been employed:	
Street Address:		City, State & Zip	
Social Security Number:	Home Phone:	Cell Phone:	Email Address:
Are you eligible to work in the United States?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Will you be 18 years old by June 15, 2024?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If NO, what is your date of birth?
Have you ever been employed by AFSS in the past?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, dates of employment and positions held.
Have you completed a First Aid & CPR course? Required for paid positions & volunteers.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, date and place of course. <i>Attach Certificate.</i>
Have you completed the US Sailing Small Boat Level 1 course? Required for paid position	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, when and where did you complete the course. <i>Attach Certificate.</i>
If required for position, do you have a valid driver's license?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If YES, state of issuance, license #, and expiration date:

When can you begin work?

How many weeks can you work (minimum of 3)?

(**Note:** The school begins July 1 for 6 weeks.)

EDUCATION

Name of School	City/State	Did you graduate?	If No, # of years left to graduate	If Yes, date of graduation	Degree received	Major
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				

Other credentials/licenses/professional affiliations, etc. which are relevant to the job(s) for which you are applying (e.g. Coast Guard, teaching certification):

SKILLS: Please list skills and experience relevant to this position. Include sailing experience (both your own and any previous sailing instruction or coaching) and general teaching or counseling experience.

Rate your swimming ability: _____

Are you experienced in working in an ocean environment? _____

WORK EXPERIENCE: Please detail your entire work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Omission of prior employment may be considered falsification of information. Please explain any gaps in employment. Include full-time, military, or volunteer commitments. **PLEASE DO NOT** complete this information with the notation "See Resume". **PLEASE NOTE:** AFSS reserves the right to contact all current and former employers for reference information.

Dates Employed (most recent position) From: To:	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> If part-time, #hrs/wk:	Title
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary Duties:		

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Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary Duties:		

REFERENCES: List 2 personal references not related to you or AFSS Co-Chairs:

Name:	Telephone #:
Describe relationship:	How long have you known this person?

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In your own words, please explain why you think you are well-suited to work with children ranging in age from 8 through 16. Share your life experiences and personal qualities that you believe have prepared you to work with this age group in a waterfront environment.

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.

I certify that the information on this application and its supporting documents is accurate and complete. I understand that agree that failure to fully complete this form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize AFSS to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam criminal and credit background check and investigation, and/or screening for illegal substances upon a conditional offer of employment.

I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of AFSS serve at-will, and the employment relationship may be terminated at any time by either party, for any reason or no reason, other than a reason prohibited by law. I understand that AFSS requires all candidates who receive an offer of employment **may** be asked to submit to a drug screening prior to starting their employment.

Applicant Signature: _____ Date: _____

Applicant's Parent Signature: _____ Date: _____
(Only if under the age of 18 years)

Parent, please print your name here: _____

Mail the completed application to Abbot Fletcher Sailing School, PO Box 94, Orr's Island, ME 04066. You may also scan and email your application to stbaker42@comcast.net.