



The America's Cup Event Authority ("ACEA") invites applications for the following role in Bermuda:

AMERICA'S CUP ENDEAVOUR PROGRAM COORDINATOR

The America's Cup Event Authority ("ACEA"), the entity responsible for the commercial and event management of the 35th America's Cup, is looking for an experienced Program Coordinator to join the America's Cup Endeavour team in Bermuda. It would be advantageous to have experience planning, organizing and ensuring the successful implementation of a STEAM (Science, Technology, Engineering, Arts and Math) education program with local schools in Bermuda.

This position presents the successful candidate with the opportunity to work in a fun, challenging and dynamic work environment. The role will be responsible for planning and overseeing the America's Cup Endeavour Program in one of the Endeavour Forts in Bermuda.

Conditions of employment will reflect the responsibility of the position. This is a full time, salaried position. Bermudians are encouraged to apply.

Essential responsibilities:

- Report to the Community Sailing Manager of ACEA.
- Oversee the coordination and delivery of the America's Cup Endeavour Program at one of the Endeavour Forts in Bermuda.
- Assist in delivering community taster sessions at America's Cup events and assist with the implementation of the AC Open, to be held during the 2017 America's Cup in Bermuda.
- Expand the community program with initiatives such as sailing for the disabled.
- Assist with engaging local sailing clubs in Bermuda to support further opportunities for local youth sailors.
- Offer pathways for retention of local youth sailors and administrators (race management, volunteers, etc.) who have gone through the America's Cup Endeavour Program.
- Work closely with the Community Outreach Manager whose responsibilities, contacts and experience will complement your role.
- Grow the America's Cup Endeavour Program into an effective and well-communicated initiative, in cooperation with the Community Outreach Manager and the Communications department of ACEA.
- Work with the Board of Directors of Endeavour Community Sailing as required by the Community Sailing Manager.
- Other duties as assigned by ACEA from time to time.

Essential Experience:

- Working with pupils aged 9-12 years of age in providing educational based experiences through sports and recreational activities.
- Working collaboratively towards successful youth sailing program execution, evaluation and operation, including gathering and tracking data.
- Communicating students' progress, attendance and upcoming events to parents and teachers in written progress reports.
- Assume responsibility for the supervision, care and maintenance of equipment, resources, and facilities.

Essential Qualifications:

- Foundation Sailing Instructor qualification from a recognized national governing body of sailing.
- Senior Sailing Instructor qualification from a recognized national governing body of sailing.
- Current Marine First Aid qualification from a recognized body.
- Current safety boat certificate or similar from a recognized national governing body of sailing.
- VHF Communications certificate from a recognized body.

Start date: On or about June 1, 2016. **End date:** On or about July 2017.

Closing date for applications: Applications are to be submitted by email to snicholson@queenmgt.com by May 4, 2016.

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These are full time salaried positions.