



community sailing center
lake champlain ; burlington vermont

2023 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.

Community Outreach: Every weekend Community Outreach volunteers set up and staff tables in front of the CSC building on the bike path. 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 Maintenance: We rely on volunteers to help maintain our facility and grounds. 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. These will occur on a regular basis as well as special Saturday Work Days in April/May and October/November.

Race Committee: Every Friday during the summer at CSC's free 420 races, as well as at some special events throughout the summer, volunteers assist with rigging, course setting, timing, scoring, and derigging. This position requires you to be familiar with sailing and know how to rig a boat.

Custom Shifts- Schedule these shifts to fit into your calendar. Contact Outreach Coordinator to arrange a custom shift.

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

- Season Opening
- Rock the Dock
- Tabling at CSC Partners Events

The Mates Program

Limited to 10 people, the Mates Program expectations and standards are different from those of a typical volunteer. The benefits match these increased expectations.

Requirements

Commit to volunteering *25 hours* from May-October. Included in those hours at least: 2 Rental Assistance shifts, 2 Outreach shifts and 1 Maintenance/Work Day shift and 1 Event Shift. Attend mandatory orientation meetings. Attend any/all shifts you sign up for. Report volunteer hours. Training for specific tasks will be conducted on an individual basis.

Benefits

Other than meeting great people, spending time on or near the Lake, and supporting the CSC, Mates also earn *unlimited free rentals*, and receive *course discounts* (25% off all adult courses).

To Register

Reach out to tilly@communitysailingcenter.org or call 802-864-2499 for more details.

Expectations

The CSC expects the following of Volunteers:

- 18 years of age or older unless accompanied by an adult or with written adult permission.
- Signed liability waiver prior or at first shift.
- Accept assignments they can complete and maintain a clear understanding of the job.
- Arrive promptly for scheduled shifts and let the Outreach Coordinator know if you are running late or need to cancel.
- Work as part of the CSC team to carry out our mission and vision.
- Give constructive feedback and suggestions regarding the volunteer program.

Volunteers can expect the following of the CSC:

- Recognition for their skills and enthusiasm.
- Resources to successfully complete assigned tasks.
- Staff and tasks that are prepared to use volunteer time and talents wisely.
- Work as a valued member of the CSC team to carry out our mission.
- Tools to provide feedback, and prompt, thoughtful responses to any provided.

FAQ

Where do I go for Volunteering?

Unless otherwise stated, all volunteer shifts start at the Community Sailing Center: 505 Lake St, Burlington VT.

What do I get for Volunteering?

Volunteers receive one hour of boat rentals for every two hours of volunteering and the joy of knowing they are helping the community.

How often/ how much can I volunteer?

You can come down once or every week! Any and all help is appreciated. There is no limit on volunteer hours or any expectation for minimum number of hours (except for Mates).

I only want to volunteer to support x community/program/etc!

Great! We love passionate volunteers. Contact us and tell us about how you want to help and we can talk about options. Please note we do not have volunteers work directly with minors. If you want to support our youth programs it will be behind the scenes work.

I need to cancel the shift I signed up for!

No problem! Just call us or email and let us know you are canceling. While 24 hours notice is preferred so we can fill the shift, we understand life happens and sometimes you need to cancel.

When can I redeem my free rental hour(s)?

Immediately! Stay after your shift to rent or save them for a nice day in August. Any hours redeemed will be valid for the entire season. They can not be rolled over to the next year.

Any limitation on when or what I can rent?

Volunteers follow the same rental rules and restrictions as all other renters. Renting a dinghy or keelboat will require volunteers to pass the rental test. Current rental hours can be found on our website or by calling 802-864-2499.