

Intro

**Please complete this JSA Junior Program Staff and Salary Survey about your staffing practices during this summer (a separate survey handles information about the summer program activities, including curriculum and organization, counts of sailors and boat types).**

**Designate one person from your program to respond to the survey during September. Then we will distribute summarized results for use by the clubs that have participated.**

**Please give us the most complete information you can and you will share in the feedback. Your specific responses are kept confidential and only summarized results will be published, with no identification of the source.**

**You may simplify your survey response by first jotting last summer's data on a print-out of this survey. The print-out is located at [this link](#). Then copy your print-out-jottings to this online survey.**

**If you don't have this summer's data right now, please come back and complete this survey after you have the data ready at hand. You may also save a partial survey, then return to continue it until completed (use the same computer and browser, with cookies active, so the survey system recognizes you).**

\* 1. (Required) Your contact info so we may email the results to you when the survey is tabulated.

Program Name:

Your Name:

Your Email:

\* 2. (Required) What is your role?

Program Chair/Co-Chair

Program Committee

Program/Sailing Director

Head Instructor

Other (please specify)

## Staffing Questions

**This section focuses on your program's staff hiring, payroll and employment practices.**

\* 3. Please list the headcount for each group of staff by role and years of experience (enter a whole number)

Jr. Instructor in training not  
full time

1st year non-race  
instructor < 18 yrs old

1st year non-race  
instructor 18 + yrs old

2 or more years  
experience (not racing  
coach)

Racing Coach 1st year

Racing Coach 2 or more  
years

Head Instructor

Office Administrator

Environmental Educator

Summer Program or  
Sailing Director

\* 4. Please specify typical amounts paid for a full work week (e.g., 40 hrs), before overtime, to your staff this summer. Some job types ask for a Low and High dollar range (enter whole number like 550 or 700)

1st Year non race - under 18 yrs (Low\$)	
1st Year non race - under 18 yrs (High\$)	
1st Year non race - 18 + yrs (Low\$)	
1st Year non race - 18 + yrs (High\$)	
2+ Years non race (Low\$)	
2+ Years non race (High\$)	
Racing Coach 1st yr (Low\$)	
Racing Coach 1st yr (High\$)	
Racing Coach 2+ yr (Low\$)	
Racing Coach 2+ yr (High\$)	
Office Administrator	
Environmental Educator	
Head Instructor	
Summer Program or Sailing Director	

5. Please answer these questions about staff hiring, employment and payroll practices in your program:

Additional comments about staff pay?	
Number weeks paid during summer?	
Average total hours per instructor weekly?	
Regular pay by hour or fixed salary?	
Did you pay for overtime hours?	
How did you determine eligibility for overtime?	
If bonus was paid, how calculated?	
How compensated for out of town and multi-day regattas?	
Did all staff have the US Sailing Level 1 basic certification?	
Did any staff have the US Sailing Level 2 intermediate certification?	
Did any coaches have the US Sailing Level 3 Coach or Head Instructor certification?	
How many staff had the US Powerboating Safe Powerboat Handling certification?	
Did you pay for any training & certification fees? What percent?	
Did you provide lunch or pay a lunch fee?	
What gear was provided (radios, cell-phone, uniforms, etc)?	
Did you have job descriptions and job offers in writing?	
Did you conduct background checks or drug tests before hiring?	

6. Did you have a Program or Sailing Director in addition to a Head Instructor? If yes, how did the responsibilities differ between the two roles?

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7. Did you hire any instructors from other countries? Did that work well or not? What visa sponsoring agency did you use? Did you accept their home country instructor certification in lieu of US Sailing certification? Did you provide USCG approved PFDs to instructors from other countries?

## 2019 JSALIS Junior Program Staff & Salary Survey

Survey is Complete

**The survey is finished. Thanks for responding.**

**You may return later to update your answers, assuming you use the same computer and browser, with cookies active, so the survey system recognizes you.**

**After tabulation, JSA will email the summarized results to the email address you provided.**