



## JSA LIS Junior 2022 Program Staff & Salary Survey

### Intro

**Please complete this JSA Junior Program Staff and Salary Survey about your staffing practices during the recent summer.**

***Designate one person from your program to respond to the survey. 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 print a copy of the survey so you will be aware of the questions in advance. If you don't have the recent 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)



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### 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\$)	<input type="text"/>
1st Year non race - under 18 yrs (High\$)	<input type="text"/>
1st Year non race - 18 + yrs (Low\$)	<input type="text"/>
1st Year non race - 18 + yrs (High\$)	<input type="text"/>
2+ Years non race (Low\$)	<input type="text"/>
2+ Years non race (High\$)	<input type="text"/>
Racing Coach 1st yr (Low\$)	<input type="text"/>
Racing Coach 1st yr (High\$)	<input type="text"/>
Racing Coach 2+ yr (Low\$)	<input type="text"/>
Racing Coach 2+ yr (High\$)	<input type="text"/>
Office Administrator	<input type="text"/>
Environmental Educator	<input type="text"/>
Head Instructor	<input type="text"/>
Summer Program or Sailing Director	<input type="text"/>



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, including prep and close of program?

Average total hours per instructor weekly, including overtime?

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?

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?



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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.**