



# Sea Kayak Contract Guide

## Environmental Traveling Companions

### Description of Organization

ETC is a non-profit, volunteer-based organization that provides outdoor adventure and environmental education experiences for people of all abilities. ETC conducts Sea Kayak & Whitewater Rafting trips for youth and adults from under-resourced backgrounds and people with disabilities as well as extended Youth Leadership Programs for youth from under-resourced communities.

### Position Description

The Sea Kayak Contract Guide is a contracted, seasonal position with a flexible commitment between March - October 2026. The SK Guide will work collaboratively with a team of other SK guides to facilitate all aspects of ETC trips including on-water guiding, camp setup, meal preparation, natural history interpretation and environmental education, and trip preparation and clean-up. The SK Guide is responsible for helping facilitate sea kayak trips, collaborating with agency partners to complete trip goals, administering safe sea kayak programming, and working closely with volunteers and other seasonal staff.

Trips are conducted on San Francisco and Tomales Bays. Most trips are 1-2 days, with some longer trips possible. The position requires a flexible schedule and weekend availability—trips will be agreed upon on a monthly basis. The ideal SK Guide can make a commitment of 3-6 days/month during the peak season (June-September).

### Duties & Responsibilities

- Work closely with a small team of guides and interns to facilitate one- to five-day sea kayak trips in variable conditions for people with disabilities and under-resourced youth
- Provide safe, educational, and fun outdoor experiences for all ETC participants
- Evaluate on-water conditions and group abilities to make safety decisions specific to common ETC trip locations (Sausalito Waterfront and crossings to Angel Island, Tomales Bay from Heart's Desire to Marshall, Tomales, and other beaches)
- Respond appropriately to incidents and hazards throughout the trip
- Outfit participants and demonstrate proper use of kayak equipment
- Facilitate activities focusing on group development, kayak instruction, environmental education, and human and natural history
- Set up and break down trips, including transporting and cleaning kayaks and gear

### Desired Qualifications

- 1-2 years sea kayak guiding experience
- Comfort with basic paddle strokes, knowledge of how to self-launch and land in surf less than one foot, assisting with launching and landing of participant boats, reliable self-rescue and assisted rescue techniques, towing, and ability to read and interpret tides and currents.
- Previous environmental education experience desired

- Ability to set a positive tone while supervising diverse groups of people, preferably in an outdoor education setting
- Enthusiasm for sharing the outdoors with people of all abilities and backgrounds.
- Experience working with youth or people with disabilities a plus
- Ability to communicate professionally over phone and email with partners and guides
- Reliable transportation to Sausalito and Inverness (Tomales Bay)
- CPR and First Aid Certified, or willingness to get certified before starting the position (Wilderness First Aid or Wilderness First Responder strongly preferred)
- Ability to lift up to 50 pounds

**Training** Depending on experience, we may ask you to attend one or more of the following:

#### **Sea Kayak Guide School**

- Weekend Sessions (in-person, on-water training):
  - Tomales Bay: Friday- Sunday, **April 10-12, 2026** (3 days and 2 nights)
  - Sausalito: Saturday-Sunday, **April 25-26, 2026** (2 days and 1 night)
  - Inclusion Training at ETC's River Camp, Coloma CA: Saturday & Sunday, **May 16-17, 2026**
- Evening Sessions (at Fort Mason in San Francisco, virtual option available):
  - Orientation Meeting: **Wednesday, April 1, 2026** (7-9PM)
  - Environmental Education Resources: **Wednesday, April 8, 2026** (7-9PM)
  - Policies and Procedures: **Wednesday, April 22, 2026** (7-9PM)
- Individual training from Sea Kayak Program Manager. As well as ongoing skills development throughout employment!

#### **Term & Commitment**

- Flexible commitment between April and October 2026
- 3-6 days/month during peak season (June-August), with negotiable commitment for the remainder of the program season

**Reports To:** Sea Kayak Program Manager

#### **Compensation**

- \$140-160/day, DOE
- Use of ETC sea kayak equipment for personal use (subject to ETC boat use policy)
- Access to ETC's pro purchase programs with various outdoor equipment manufacturers

**To Apply:** [Fill out our online application!](#)

Questions? Email Gracie Oliva, Sea Kayak Program Manager: [kayak@etctrips.org](mailto:kayak@etctrips.org)

Environmental Traveling Companions (ETC) is always seeking dedicated and talented people to join our community. As an Equal Opportunity Employer, ETC encourages applicants from all backgrounds and experiences, especially individuals from historically underrepresented communities in outdoor recreation. We strongly encourage people of color and LGBTQIA+ applicants to apply.

Pursuant to the California Fair Chance Act and the San Francisco Fair Chance Ordinance, ETC will consider for employment all qualified applicants, including those with arrest or conviction records. You do not need to disclose your criminal history or participate in a background check until after a conditional job offer has been made.