# Sea Kayak Program Volunteer Description

## 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 underserved communities.

## Position Description

ETC's volunteer Sea Kayak Guides are dedicated and caring professionals who provide skilled leadership on single-day to multi-day sea kayak trips on San Francisco Bay and Tomales Bay.

Sea Kayak guides are trained in the use of adaptive kayaking equipment and techniques for working with participants from diverse backgrounds. Guides use their training to create a welcoming environment for people who might not otherwise have the chance to experience the beauty and challenge of outdoor adventure.

### *Key responsibilities*

- Seek to provide meaningful outdoor experiences for ETC participants
- Work within a team of guides to ensure trips are operated in a safe manner
- Paddle in a double or triple kayak with ETC participants. After successful completion of check out process, Guides can paddle in a single kayak
- Assist with all portions of day of trip logistics including equipment set-up, meal preparation, and trip closing
- Facilitate activities focused on teamwork and group development, kayak skills instruction and navigation, and environmental education including human and natural history of San Francisco and Tomales Bay

### *Qualifications*

- No experience is necessary-only the motivation and willingness to challenge yourself and have fun
- Enthusiasm for sharing the outdoors with people of all abilities and backgrounds
- Experience with environmental education or leading outdoor trips preferred but not required
- Experience working with youth or special needs programs preferred but not required
- Current CPR and First Aid Certifications are required (WFA or WFR are preferred)

### *Required Training*

*Sea Kayak Guide School – All Training Sessions are required unless otherwise noted*

- Weekend Sessions (in-person, on-water training):
    - Tomales Bay: Friday- Sunday, April 9-11, 2027 (3 days and 2 nights)
    - Sausalito: Saturday–Sunday, April 24-25, 2027 (2 days and 1 night)
    - Inclusion Training at ETC's River Camp, Coloma CA: Saturday & Sunday, May 15-16, 2027

- Evening Sessions (at Fort Mason in San Francisco, virtual option available):
    - Orientation Meeting: March 31 (7–9PM) - In person required
    - Intro to Sea Kayaking: April 7 (7–9PM) In person encouraged, virtual optional
    - Environmental Education: April 21 (7–9PM) In person encouraged, virtual optional

### *Term & Commitment*

- Sea Kayak Guide School & Inclusion Training
- 8 volunteer days during first year
- 8 volunteer days during second year
- Sea Kayak season generally runs March through early November

### *Training Cost*

Our program offers tiered rates/sliding scale for training to ensure accessibility for individuals from all financial backgrounds. We believe everyone should have the opportunity to grow and participate, regardless of income level.
Please consider what you are able to contribute and note that no one will be turned away based on ability to pay. If you would like to discuss a lesser or greater amount, please contact the Program Manager and we would be happy to work with you to find something sustainable!

Standard Guide School Rate: $500
*Covers the costs of one individual's food, instructional materials and lodging, and contributes to the overhead costs of running the Sea Kayak Program.*

Adjusted Guide School Rate: $250
*Covers the cost of one individual's food and camping. All instructional materials and staff time covered by ETC.*

Sponsorship Guide School Rate: $750
*If you are able, consider contributing to ETC's Training Scholarship fund to help make our training opportunities accessible to all regardless of ability to pay. ETC does not turn people away based on cost and we rely on generous donations from people like you to achieve this goal. We thank you for your generous support!*

*Criminal Background Check:* Volunteering with ETC is contingent upon a criminal background check

*Application Closing Date:* March 15, 2027

## How to apply

Submit your application, available with this link (resume optional), or email, Sea Kayak Program Manager, at kayak@etctrips.org by March 15, 2027.

We ask new volunteers to participate in a short group interview. This allows us to ensure ETC is a good fit and to share more about our programs. Interview dates (Zoom and in-person options available) will be shared once we receive your application.

Email: kayak@etctrips.org

Phone: 415-474-7662 ext. 13

Web: www.etctrips.org