



Coaching Opportunity

Nanaimo Rowing Club is seeking a Senior Summer Coordinator for our summer rowing programs. This position reports directly to the Head Coach. Note that youth hired under the Canada Summer Jobs program no longer need to be full-time students.

Term: minimum 9 weeks (270 hours) starting May 12, 2024 (Note: there is an opportunity to extend the length of this position with additional funding)

Hours per week: Full-time; approximately 30 hours per week

Hourly wage: \$19.75

Duties and responsibilities

Under the direction of the Head Coach, the Senior Summer Coordinator will be involved with all aspects of club rowing programs from May to August, including:

- Assisting the Head Coach in the planning, organizing, and delivery of rowing to school physical education classes and after school learn-to-row camps during May and June.
- Assisting with the delivery of learn-to-row sessions for participants from the Canucks Autism Network from June to August
- Assisting with the delivery of learn-to-row sessions for participants from underrepresented groups in May and June
- Together with the Head Coach plan, organize and deliver the week-long learn-to-row camps for youth throughout the summer including camps for underrepresented groups such as newcomers to Canada and indigenous youth.
- All sessions include creating lesson plans that introduce fitness and sport (including rowing) as part of a healthy lifestyle, assembling registration information, organization of scheduled activities, orientations to water safety and equipment and teaching rowing skills, including the importance of teamwork.
- Adapting camp formats, as needed, based on feedback from the Head Coach, personal observations of what is working and what is not, or participant comments. The employee will also build in alternate activities to accommodate weather conditions.
- Ensuring the safety of camp participants by operating the safety boat, enforcing water safety, and enforcing any health-related procedures, as required. The goal is to have one safety boat for 8 rowers and the employee will ensure that sufficient safety boat operators are available.
- Planning, organizing, and delivering learn-to-row sessions for adults throughout the spring and summer. These sessions are most often attended by women who are seeking new fitness opportunities.
- Conducting regular training sessions for experienced adult rowers. This will involve ensuring safety by operating the safety boat and basic instruction of rowing technique.

- Assisting with regular training sessions for competitive youth rowers. This will involve ensuring safety by operating the safety boat.
- Supervising and training junior and/or volunteer staff. This will include safety briefings and orientations.
- Assisting in the maintenance of equipment.
- Playing a central role in the organization and delivery of a multi-club rowing competition in Nanaimo. The event management skills will involve tracking registrations, ensuring volunteers are in place, assigning equipment and communicating with the Head Coach and race officials to deliver a quality event.
- Assisting in the planning, organizing, and delivery of multiple Come & Try rowing days to introduce the sport of rowing to the public. Assisting in promotion of the events via social media, creation of the days' plans, organizing club volunteers, assembling registration information and providing orientations to water safety, equipment and rowing technique.
- Promoting the sport of rowing in the community as a healthy lifestyle choice for all ages. This may involve attendance at festivals and events during the summer.
- Acting as a role model by demonstrating positive behaviours.
- Communicating effectively with other junior or volunteer coaches, youth athletes, adult athletes, and the public.
- Working with the Head Coach to modify operating procedures to accommodate any health-related restrictions (e.g. COVID-19).

Qualifications

- Ability to row
- Pleasure Craft Operators Card
- Knowledge of safety procedures
- Good organizational skills
- Good communication skills
- Ability to work as the member of a team
- Leadership
- Ability to solve problems
- Demonstration of positive attitudes and behaviours
- Valid basic First Aid (an added asset)

Mandatory Training

- Rowing Canada 'Every Coach Certified' requirements include:
 - 1) NCCP Coach Initiation in Sport \$15
 - 2) RCA Rowing Essentials \$20
 - 3) Make Ethical Decisions Module/Evaluation \$70 (online evaluation \$85 if you do not take the MED module)
 - 4) WHMIS Training – short document & in-person training on hazardous materials plus safety and cleaning protocols (no cost)
 - 5) Criminal Record Checks (CRC)/Vulnerable Sector Screening (VSS) - no cost (club to cover \$26 fee)
 - 6) Rowing Canada Safety Modules ([CAC RCA \(rowingcanada.org\)](http://CAC.RCA(rowingcanada.org)))

Note: Employee will need to pay for the courses but will complete the courses during orientation (paid time to complete the courses)

More information: <https://rowingcanada.org/every-coach-certified/> & <https://thelocker.coach.ca>