

SUMMER JOB POSTING

Job Title: Learn To Row & Novice Coach

Role: To coordinate and instruct the adult Learn-To-Row and Novice rowing programs.

Position: You will be responsible for all aspects of the Learn-To-Row and Novice rowing programmes. Duties will include recruitment of new participants, registration of participants, lead coach role with volunteer assistants, integration of LTR participants into the Novice programme, development of Novice training programmes, coaching of Novice programmes with the goal of transitioning Novice members into Recreational or Competitive club members.

Candidate: You will be a post secondary student in the fall 2011 semester. You are a vibrant and motivated individual who is reliable and responsible. You have strong organizational and communication skills. You have the ability to work with volunteers and as part of a team. Rowing experience is required. Previous coaching experience, life saving skills, and motor boat operators license are an asset. NCCP Level 2 or RCA Coach or equivalent certification is preferred.

Mentorship: You will meet on a regular basis with a member(s) of the board to develop your understanding of RRC operations. You will work with an assigned mentor to develop your coaching skills.

Employment:

Term: May 1st to August 31st, 2011.

Hours per week: Thirty (30) hours per week minimum over duration of term.

Flexible Hours: You will be at the club at the major rowing times, morning and evening. You will be expected to attend certain regattas.

Compensation: \$12.50/hour

Applicants: Please send a resume with covering letter and two references, by e-mail to:

Chad Jedlic, Past President
Regina Rowing Club
To: cjedlic@harvard.ca
Cc: b.n.liski@sasktel.net

Deadline: Applications must be received on or before noon on Tuesday, April 12, 2011.

**REGINA
ROWING CLUB**

306.757.0928 | RRC@sasktel.net | www.reginarowing.com | P.O. Box 1246 | Regina SK S4P 3B8



Schedule "A"
Regina Rowing Club Learn To Row and Novice Coach

Duties:

- Coach the up to 6 LTR sessions over the course of the summer. Each LTR session runs Wednesday & Thursday evenings and Saturday mornings for a total of 8 hours.
- Contact all interested participants and schedule them into LTR classes.
- Register all participants and collect fees.
- Ensure that all registration and waiver forms are filled out and signed properly.
- Keep all participants informed of Club activities.
- Enforce all policies and procedures set out by the Regina Rowing Club.
- Transition LTR participants into full members in the Novice Program.
- Conduct Skills Assessments on Novice athletes.
- Work closely with manager and other coaches in order to place Novice participants in appropriate rowing programs once they have completed the Skills Assessment.
- Assist Manager with day-to-day boathouse and club operations when necessary.
- Assist with promotion of the Regina Rowing Club and its various programs.
- Attend all coaches meetings.
- Keep record of hours worked and tasks performed.
- Maintain working relationships with manager, coaches, and volunteers.
- Ensure the safety of all participants.
- Ensure the equipment for the LTR and Novice programs is in good working order. Contact Director of Facilities and Equipment if repairs are required.
- Promote a fun, clean, and positive environment.

Requirements:

- Enrolled in at a post secondary institution in the fall 2011
- Certified NCCP Level 2 or RCA Coach or equivalent preferred
- Pleasure Craft Operators Licence, or ability to obtain prior to start of term.
- First Aid and CPR 'C' certificate or ability to obtain prior to start of term.
- Pleasant and positive attitude.
- Excellent organizational and communication skills.