



Victoria City Rowing Club

5100 Patricia Bay Highway
Victoria, BC, V8Y 2T6
Phone: 250-658-5331
Fax: 250-658-5361
E-mail: clubadmin@vcrc.bc.ca
Website: www.vcrc.bc.ca

Job Posting

VCRC Youth Summer Camp Assistant 2018

*****This position is part of the Canada Summer Jobs program, as such, applicants must have been enrolled full time at a post-secondary institution during the 2017/2018 fall and spring sessions, and must plan to attend a post-secondary institution for the fall and spring of 2018/2019. *****

Responsibilities and duties:

The Youth Summer Camp Assistant coach will:

- Coach the Youth Summer Camp program;
- Assist the Youth Summer Camp program head coach and assist shadow coaches;
- Work with the summer camp head coach to structure and plan the daily schedule;
- Assist the summer camp head coach and Program Coordinator with program administration (e.g., collecting fees and registration forms, maintaining up-to-date database of participants);
- Do other work involved in the operation of the boathouse and programs, as necessary;
- Must be able to commit to the program term in its entirety;
- Must attend coach orientation and safety session prior to program (12hours, paid). June 27th and June 28th from 9am-3pm.
- During the week of July 9-15, the coach will help with set up and organization of BC Championships Regatta, including site cleanup, race course preparation, race course installation, and any other tasks as designated by the Regatta LOC (33.5hours)

The Summer Camp Assistant will report to the Summer Camp Leader and the Programs Coordinator.

Schedule:

Average 35 hours/week. During the period of employment, the summer camp assistant should expect to work from 8:45am-3:15pm Monday-Friday. Scheduled reflection with Programs Coordinator on Wednesday and Fridays for 30min

Term of employment: July 2nd – August 31st, 2018 (no camp the week of August 6-10). Camps begin July 2nd, the term covers 7 weeks of camps, and 1 week for BC Champs.

Qualifications:

- Pleasure Boat Operators license ('Boat Pro') required
- NCCP LTR Instructors (or equivalent) required (*or must be completed prior to July 2nd, 2018*)
- Basic First Aid required (*or must be completed prior to July 2nd, 2018*)
- Experience coaching and working with youth (ages 11-18 years)

To apply, please submit a resume and letter *by June 1st* to:

VCRC Programs Coordinator, Katie Bahain-Steenman
Email: VCRCPrograms@gmail.com