



Victoria City Rowing Club

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Job Posting

VCRC Youth Summer Camp Assistant 2019

*****This position is part of the Canada Summer Jobs program, as such, applicants must be between the age of 15 and 30 at the start of employment; is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act; and is legally entitled to work according to the relevant provincial / territorial legislation and regulations. *****

Responsibilities and duties:

The Youth Summer Camp Assistant Coach will:

- Coach the VCRC Youth Summer Camps
- Work with Youth Summer Camp Leader coaches and shadow coaches working with them;
- Work with the VCRC Director, Seasonal and Introductory Programs and Youth Summer Camp Leader to structure and plan the Summer Camps;
- Assist the VCRC Director, Seasonal and Introductory Programs with program administration (e.g., collecting fees and registration forms, maintaining up-to-date database of participants);
- Work with the VCRC Director, Seasonal and Introductory Programs to gather and collate participant and coach feedback and complete end-of-season program reviews;
- 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, training, and safety session prior to program (12 hours, paid).
- 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 (total 33.5 hours)
- Must work on a personal development by identifying areas to improve over the summer.
- Must attend scheduled reflection and mentor sessions as agreed on with programs coordinator.

Schedule:

Average 35 hours/week. During the period of employment, the Youth Summer Camp Head Coach can expect to work 8:45am-3:15pm Monday to Friday. Scheduled reflection with VCRC Director, Seasonal and Introductory Programs on Tuesdays and Fridays for 30min.

Term of employment: July 1st – August 30th, 2019 (no camp the week of August 5-9). Camps begin July 1st, the term covers 7 weeks of camps, and 1 week for BC Champs.

Qualifications:

- Trained NCCP LTR Instructors (or equivalent) required (*must be completed during the summer, 2019*)
- RCA Rowing Essentials and Making Ethical Decisions Online (*or must be completed before July 1st, 2019*)
- Respect in Sport Activity Leader Module (*must be completed after being hired and before July 1st, 2019; VCRC will provide the successful applicant with a code to complete this module*)
- *Pleasure Boat Operators license ('Boat Pro') required*
- Basic First Aid required (*or must be completed prior to July 1st, 2019*)
- Experience coaching and working with youth (ages 11-18 years)

To apply, please submit a resume and letter before May 20th to:

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