



# Victoria City Rowing Club

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## Job Posting

### VCRC Youth Summer Camp Leader 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 Lead Coach will:

- Coach the Youth Summer Camps
- Supervise assistant coaches and shadow coaches working with them;
- Work with the VCRC Programs Coordinator to structure and plan the Summer Camps;
- Assist the VCRC Programs Coordinator with program administration (e.g., collecting fees and registration forms, maintaining up-to-date database of participants);
- Work with the VCRC Programs Coordinator 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). June 27 and June 28 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 (total 36 hours)

#### Schedule:

Average 37.5 hours/week. During the period of employment, the Youth Summer Camp Head Coach can expect to work 8:30am-3:30pm Monday to Friday. Scheduled reflection with Programs Coordinator on Wednesday and Fridays for 30min

**Term of employment:** July 2<sup>nd</sup> – August 31<sup>st</sup>, 2018 (no camp the week of August 6-10). Camps begin July 2<sup>nd</sup>, 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 2<sup>nd</sup>, 2018*)
- Basic First Aid required (*or must be completed prior to July 2<sup>nd</sup>, 2018*)
- Experience coaching and working with youth (ages 11-18 years)

#### To apply, please submit a resume and letter **June 1<sup>st</sup>** to:

VCRC Programs Coordinator, Katie Bahain-Steenman

Email: [VCRCPrograms@gmail.com](mailto:VCRCPrograms@gmail.com)