

VICTORIA ROWING SOCIETY

COVID-19 Site Co-ordinators

Position: VRS COVID-19 Site Co-ordinators
Number of positions: 1-4
Dates: flexible, starting as early as Sept. 1
Hours: part-time to full-time, flexible hours
Wage: \$16-\$18/hr
Application deadline: ongoing

Although the work is tied to the VRS COVID-19 Safety Plan, the positions are with Victoria City Rowing Club (as part of VCRC's facility management agreement with VRS).

As part of the VRS COVID-19 Safety Plan, we are looking for people interesting in working at the boathouse this Fall. This would be an ideal position for rowers looking for flexible work. We anticipate needing 1-4 people, working part-time to full-time, depending on availability. For the Fall, it is anticipated that the Site Co-ordinators would be on-site during peak rowing times (e.g, M-F mornings, Sat and Sun 6 am-3pm). One of the positions would be supervisory in nature and include scheduling of facility worker shifts, training etc.

Duties:

- Open and close the boathouse.
- Screen visitors and athletes (according to methods determined by each club).
- Clean high touch surfaces regularly.
- Oversee and co-ordinate traffic flow on land and on the docks.
- Remind people of safety measures (handwashing, physical distancing etc).
- Assist with boatcleaning as time permits and as necessary to maintain smooth operations/schedule.
- Have a thorough understanding of the VRS COVID-19 Safety Plan, including any updates, and provide suggestions for updates and improvements.
- One position would include scheduling of facility workers.

Qualifications/Skills

- Familiarity with the VRS boathouse and member clubs (VCRC, UVIC and RCA).
- Understanding of rowing.
- Conscientious, responsible and friendly.
- Comfortable interacting with and directing people of all ages and abilities (12-80+yrs)

Application: Please submit a resume and cover letter to: **Brenda Taylor, VCRC Club Manager.**
clubadmin@vcrc.bc.ca