



Position Title: Rowing Summer Camp Instructor

Job Type: Summer Seasonal contract

Sector: Sports and Recreation, Non-Profit Salary: To be determined Employment

Period: June 24th to August 23, 2024

Location: Ottawa New Edinburgh Club, 501 Sir George-Etienne Carter Parkway, Ottawa K1M 2H9

Roles and Responsibilities

The main duty of the Rowing Summer Youth Camp Instructor is to facilitate and support the quality of the rowing day camp operations in a safe and secure environment. This includes leading, supporting and supervising the Counselors in Training (CITS) and camp participants even when no instruction is taking place, both on and off the water.

The position is suited to an experienced sculler who enjoys working with young people in a coaching or camp counselor setting. He/she must represent the club in a professional manner both on and off the water. Pre-season training and planning time with the camp team will be provided. See further job description details below.

Preferred Skills and Personal Traits

- Experience working with children and youth (such as in a camp/recreation program in a coaching capacity)
- Demonstrated leadership skills
- Excellent communication skills and confidence interacting with young people and adults
- Team player – demonstrated ability to work with others to accomplish predetermined goals
- Excellent customer relations skills.
- Demonstrated ability to work as part of a team to accomplish predetermined goals.
- Friendly, trustworthy and honest personality.
- Reliability and professionalism at all times.

Assets

1. RCA Coaching Part 1 certification
2. Bilingualism
3. Lifeguard training and/or qualifications

Required Certifications (must be valid until August 23th, 2024)

- Successful completion of the online component of the Rowing Canada Aviron (RCA) Coaching Learn-toRow Course.
- Pleasure Craft Operators Card (PCOC)
- Police record check and Vulnerable Sector Screening if 18 years or older
- First Aid/CPR certification
- NCCP Coach Initiation in Sport – online module
- Rowing Essentials – online module
- NCCP Making Ethical Decisions – online evaluation.
- NCCP Safe Sport Training e-learning module

Additional Information:

During your employment period at ONEC you will have access to a full membership for all ONEC sports following specific Club and sport policies and requirements for safe participation, including the successful completion of any required training before use of club equipment. For more information about this summer camp position please contact ONEC Rowing Director at rowing.onec@gmail.com

Job Description Details

Employment period and hours will be generally as follows:

Full Time (40 hours per week) from June 24th (latest) to August 24th, 2024. If available, part-time work may be offered to help with season set-up, member training and new member recruitment and orientation. Throughout the season there may also be opportunities to assist members.

Specific job responsibilities for the camp period (July 2nd to August 24th include:

- Under direction of the Rowing Camp Lead, to instruct and coach the ONEC Rowing Camp program.
- To provide on-water sculling instruction in accordance with Rowing Canada Aviron standards and paddleboard instruction.
- To be familiar with and able to enforce all club rules and policies.
- To ensure a safe environment for the rowing camp on both land and on water
- To implement/monitor the ONEC Rowing Emergency Response Plan and Fire Emergency Plan, as required.
- To ensure a healthy, safe and fun environment for all waterfront day campers following SafeSport principles.

- To motivate camp participants, to give demonstrations and drills, and to inject fun into the camps.
- Under direction of the Rowing Camp Lead, ensure that boats are reserved, and proper boat care is followed to see that boats are neatly and properly returned to their assigned spaces as well as carry out basic maintenance on boats used by the Rowing Camp.
- To communicate effectively, and on a regular basis, with youth Rowing Camp participants and their parents.
- To assess participants' achievement of skills/activities.
- To ensure that coach boats are operated 'gently' and are in operating condition.
- To verify fill level and procure gasoline for use by the coach boats as required.
- To ensure that ONEC equipment and facilities are in good condition at the end of the day (Boats, Boathouse, shoreline operations, Tennis pavilion)
- Other related duties as assigned by the club Manager in conjunction with the Rowing Director.

Specific job responsibilities for the pre-season period include:

- The ability to demonstrate a solid understanding of the ONEC Rowing Emergency Response Plan and Fire Emergency Plan.
- To review and provide recommendations on the ONEC Parent's Handbook.
- To prepare lesson plans.
- To review and provide recommendations on ONEC "COAST" Operational Assessment and Standards Tool.
- Other duties as assigned by the Club Manager in conjunction with the Rowing Director

To Apply:

Please apply online via the Employment page at onec.ca.