



Position – Senior Instructor

Position Objectives:

- Provide professional administrative support for club programming
- Promote fun, supportive and well organized programs in a safe environment
- Support teambuilding and fair play
- Encourage all participants to achieve to the best of their ability

Skills, knowledge and experience:

- Canoe Kids National Coaching Certification or higher (Canoe Kids course will be provided by employer)
- Standard First Aid with CPR
- Competent swimming ability
- Pleasure Craft Operators Certification
- Effective interpersonal, organizational and communication skills
- Ability to work as a team player and to work independently
- Goal oriented
- Acceptable Criminal Record Check required
- Previous experience working with children is an asset
- Previous experience with adaptive programs is an asset

Duties:

- Promote club programs to schools, sport teams, and community groups by public speaking presentations; preparation and delivery of club promotion materials.
- Follow up, book and staff school and community group enquiries.
- Maintain daily record of participants, activities and accomplishments.
- Actively promote the canoe club to participants of club programs with the intent of recruiting potential members.
- Work cooperatively with all staff and instruct canoe and kayak paddling programs.
- As a lead instructor team member, you will be responsible for overseeing the daily operation, safety, security and cleanliness of the canoe club and equipment.
- Mentor volunteer, school and summer instructors.
- Create and deliver a fun and safe program for people of all abilities.
- Respect the club's policies regarding safety, fair play and equity.
- Offer the club constructive feedback on various areas of administration as well as volunteer/junior instructor performance as related to program delivery.
- Accept mentoring and supervision by the club head coach and the program coordinator.
- Other duties as required by the Board or the Head Coach.

Salary: \$15/hour

Start Date: May 12, 2014 for approximately 15 weeks, 30 hours per week

Application Deadline: April 21, 2014

Apply to Virginia Kuran, program coordinator for RCKC kexpl@shaw.ca

Funding for this position is dependant on the receipt of an HRSDC Grant. Applicants must be full time students returning to school in September.