



## JOB POSTING

<b>Job Title:</b>	<b>Junior Paddling Coach</b>
<b>Reports To:</b>	Senior Coach, Head Coach, Paddling Chair
<b>Status:</b>	Summer, Full-Time

## ABOUT MASKWA

The Maskwa Aquatic Club ([www.maskwa.ca](http://www.maskwa.ca)) is a non-profit organization dedicated to providing high performance paddling activities, as well as quality outdoor recreation, exercise and fun to Halifax and the surrounding community. For 48 years, Maskwa has been the centre of Halifax's paddling community. It has developed junior and elite-level paddlers, including 2012 Olympic bronze medalist, 2x World Champion, and world record holder Mark de Jonge.

## SUMMARY

The **Junior Coach** is a full-time summer position. (Actual start and end dates are being determined and will be communicated during the interview process). The successful candidate will help execute the summer paddling program for their assigned age group under the paddling program guidance of the Senior Coach and Head Coach. This will include program execution, regattas, member-facing functions, child supervision, special events, and other tasks where and when required. Reporting to the Senior Coach and Head Coach, the Junior Coach is a well-organized, assertive, and sociable individual who will help ensure the satisfaction of Maskwa members and the efficient operation of the Club's summer program. Communication is also an integral part of your responsibility, as you will be involved in communicating with the Senior Coach, the children enrolled in the paddling program, lifeguards, coaches, and Maskwa member parents when necessary.

## RESPONSIBILITIES *(including, but not limited to):*

- Assist in the coordination and execution of the paddling program outlined by the Senior Coach for their respective age groups
- Be a leader for young athletes, and provide a safe, respectful and fun atmosphere on and off the water
- Ensure a clean environment for all participants, including:
  - performing sanitization duties and ensuring proper hand washing by camp participants
  - assisting in facilities cleanliness (boat bay / docks)
  - general club respect and tidiness
- Identify, report, and at times, assist with general facility and equipment needs
- Assist the Senior Paddling Coach to ensure compliance with Club safety standards (ie: safety boats prepared and on-water, PFDs on all participants, proper handling of equipment, etc.)
- Assist with organizing entries and crews for regattas and attend local regattas if needed throughout the summer

- Assist with providing input for Incident Reports when necessary
- Assist with the daily sign in/out of all Maskwa attendees
- Cooperate with other coaches and staff, working in a team environment
- Additional special projects, tasks or assignments as assigned by the Senior Coach or Head Coach, on an as needed basis

## **CERTIFICATIONS REQUIRED**

- Certified ELCC or Canoe Kids (at prospective employee's cost)
- Boat Driver's License (at prospective employee's cost)
- Criminal background and vulnerable sector check is required prior to offer of employment (at prospective employee's cost)

## **SKILLS REQUIRED**

- Experience working with children at either a daycare facility, school, camp or other venue
- Track record of working with development athletes
- Experience with the sport of Canoe / Kayak
- Competencies in working in an environment with children
- Personality traits such as being sociable, communicative, and proactive are strong assets
- Ability to multitask and work in a fast-paced environment
- Attention to detail
- Effective organizational skills

## **OTHER**

- **Vacation:** Vacation time (including time off requests for appointments or personal matters) is not provided at all due to the short work season and the fact that all staff are needed in order for programs to run efficiently. On the rare occasion that extenuating circumstances arise, requests can be submitted to the HR committee for consideration. (Note: These requests must be submitted in writing at least two weeks in advance, and are not guaranteed to be approved).
- **Early End Date for Students:** If you are a university student and planning to leave early at the end of the summer for school, please communicate this during the interview process.
- **Age:** Must be 15 years old as of July 04, 2022.

## **PAY RATE**

- \$13.75 / hour

**Please send cover letter and resumé to [info@maskwa.ca](mailto:info@maskwa.ca) by February 04, 2022 to be considered for this position.**