

Nelson Paddling Club (NPC) – Club Coach Job Posting

- Location: Nelson, BC
- Status: full time May 15 to August 31, 2021
- Hours: 40 Hrs per week
- Salary: \$20.00/Hr

NPC-Senior Coach Job Description

The terms of employment are the following:

- You will report to: NPC Coach Liaison Committee
- Your position will be Senior Coach, for the Nelson Paddling Club
- Your hours of work will be 40 hours per week. (this could vary depending on programming and grant awards)
- Your regularly scheduled days of work will be Wednesday, Thursday, Friday and Saturday. (Weekly schedule may change from time to time as required to meet operational needs.)
- Your term of employment will be from May 15th, 2021 to August 31, 2021
- You are expected to attend a paid training session (May 3, 4, 5, 8, 9), the daily and total hours of which are yet to be determined
- This offer of temporary employment is contingent upon the successful completion of a Criminal Records check.

Core duties and responsibilities are the following:

- Ensure the paddling environment and group activities of the Nelson Paddling Club are positive, safe, healthy, and fun;
- Manage the assistant coaches with respect and professionalism
- Ensure 'on water' paddling rules are followed in all paddling seasons by athletes (i.e. they maintain minimum distance from shore/coach boat, wear cold weather gear when applicable, always wear a pfd)
- Arrive on site at least 20 mins before assigned practices and events and ensure club is locked at the end of each practice or that club supervision is handed off to an approved club representative;
- Ensure athletes are on water no later than 20mins after practice start (a requirement of athletes to be on time for practice will be a condition of registration);
- Ensure each session follows a clear lesson plan and NPC safety protocols and guidelines;
- Ensure the safety/coach boat is in operation during each session either by you or an approved operator;
- Communicate effectively and in a positive manner with co-workers, parents and club participants
- Attend club meetings (when requested)

Additional administrative duties are:

- Ensure participants have paid, signed their waivers and are registered on CKBC /NPC registration system;
- Ensure CKBC forms/waivers are entered into the NPC Registration system by the required deadline;
- Report defective equipment to NPC Coach Liaison Committee;
- Record session attendance; and
- Record hours worked as per NPC requirements;

Qualifications:

- Experience coaching and/or competing in either
- sprint canoe or kayak disciplines or past experience coaching youth sport;
- Competent swimming skills;
- Effective interpersonal, organizational, and
- communication skills;
- Ability to work with paddlers of all ages and abilities;
- Cleared Criminal Records check;
- Willingness to complete training to obtain required certifications

Assets:

- Sprint Canoe/Kayak ELCC Certified;
- Past experience with competitive and recreational program design;
- Standard first aid with CPR Level C;
- Bronze Medallion, Bronze Cross, or NLS lifeguard Training;
- Knowledge of SUP, Surf ski and outrigger canoe paddling;
- Canoe Kids and Regatta Ready Instructor course Certification;
- BC Driver's License;
- Pleasure craft operators permit;

Please submit your resume and cover letter to npcexecutive@gmail.com no later than April 7, 2021