



KAMLOOPS CANOE KAYAK CLUB

Youth Recreation and Leisure Activities Coordinator (2 positions)

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Posting Date: January 28, 2022

Job Title: Youth Recreation and Leisure Activities Coordinators

Employment: May 29 - September 3, 2022 Full Time 30 hours/week - 2 Positions

Reports to: Head Coach and Operations Manager

Application Deadline: April 10, 2022

Compensation: \$19.20/hr

About Kamloops Canoe Kayak Club:

KCKC is a not-for-profit paddling club located at beautiful Shumway Lake, 20 minutes outside of Kamloops, and home of the 1993 Canada Summer Games. Located at the Kamloops Water Sports Facility, the location is shared with the Kamloops Rowing Club and Kamloops Water Ski Club. Established in 1990, this society serves the Kamloops region in the sport of sprint canoe and kayak while promoting the sport in a fun, friendly and safe environment. KCKC has a professional, full-time, year-round coach and offers programming to over 1000 youth per year. With a commitment to high performance excellence, KCKC has produced athletes competitive at the national and international level.

Summary Job Description:

The Youth Recreation and Leisure Activities Coordinators (YRLAC) will lead, manage and coordinate our spring and summer afternoon youth recreational programs. Seen as a feeder program to both the competitive racing program and an alternative to it, the YRLACs will be responsible for delivering programs for the athletes and campers both on and off the water in all kinds of weather at Shumway Lake.

The YRLAC will instruct athletes and campers ranging from the ages of 8 - 18 in basic paddling techniques utilized in flat water racing canoes and kayaks, voyageur boats, dragon boats, SUPs and recreational canoes while creating and maintaining a fun, friendly and safe environment. Assistance with elementary school and summer camp programs may be required.

When needed, the YRLACs will provide ongoing support to the Head Coach and Operations Manager in the areas of: supervising athletes, equipment maintenance, administrative duties, communicating with staff and parents and ensuring that clubhouse and area remain clean, organized and safe.

Work Environment

The Kamloops Canoe Kayak Club can offer club programming from 6am to 8:30pm seven days a week, from April to October. While the majority of programming and camps take place during the regular working day, a portion of non-work hours during the day may be experienced during parts of the season with the occasional work on evenings and weekends depending upon additional program development. This position will be focused both on and off the water with a large portion of on water time being spent operating a motorboat.

The YRLACs report to the Head Coach and Camp Leader. Flexibility will be a must for this position and working with unforeseen conditions such as smoke, extreme weather, changing COVID Protocols and other operating groups on site can occur.

Skills and Qualifications

- Previous experience with a paddling sport: canoe, kayak, stand up paddle board, dragon boat or marathon canoe;
- Experience working with and instructing youth of all ages in varying skill levels;
- Able to easily develop engaging paddling programs for youth;
- Ability to work independently in an unsupervised environment;

- Hold a Canadian Coast Guard Pleasure Craft Operators Certificate (Required prior to Employment)
- First Aid (Required Prior to Employment)
- Criminal Background and Vulnerable Sector Check;
- Applicant must be between the ages of 17 - 30 years as this is a requirement for funding for this position;
- Must be a Canadian Citizen or a Permanent Resident;
- Must be physically fit and able to lift 60 lbs;
- Sound leadership, communication and organizational skills.

Preferences will be given to those applicants who hold one or more of the following:

- Bronze Cross, Lifeguard, or Swift-Water rescue certification
- National Coaching Certification (NCCP)
- Canoe Kids Instructor Certification

The KCKC Youth Recreation and Leisure Activities Coordinators will:

- Lead and deliver daily programs and activities associated with the youth camps, recreational and school field trip programming;
- Efficiently, clearly and enthusiastically provide paddling instruction to field trippers and day campers;
- Meet and greet kids, teachers and parents, daily in a welcoming manner;
- Assist in preparing the club house for daily programs. This includes opening, cleaning, maintaining and closing clubhouse when required;
- Assist with managing, preparing and maintaining club equipment;
- Prepare the safety motor boats daily for lake use;
- Assist with organizing and participate in all on-water and dry land activities;
- Create, foster and encourage a fun, team-oriented, fair play environment;
- Be enthusiastic, possess high energy to work in a youthful environment and remain positive, patient and in control in all situations;
- Follow and enforce KCKC Safe Sport practices including ever changing COVID protocols to ensure a high level of safety both on and off the water;
- Follow and enforce all KCKC club policies;
- Follow direction and feedback from Head Coach and Camp Leader;
- Be an independent worker, a self starter, and take initiative when needed towards athlete and club development;
- Be able to manage and when needed enforce disciplinary measures with athletes and staff;
- Supervise practices and events as assigned by the Head Coach & maintains set schedule;
- Communicate effectively and in a positive manner with co-workers, parents and club participants;
- Be flexible in adapting your experience and methods to the overall program; philosophies and introducing new ones when deemed beneficial;
- Be flexible and have the ability to accommodate to a changing environment.
- Perform some administrative work when needed.

Next Steps

Adding to our team is a very important step in the growth and development of our club. We've taken time to be purposeful and thoughtful with this job posting. Please take time to do the same with your application. Help us understand how you see your experience is relatable to this job posting, and how you would be a great addition to our team. Please send resumes to Anita Grover to ajgrover1@gmail.com. Only successful candidates will be contacted for interviews.