



Whitewater Canoe/Kayak Instructor & Coach Job Description

The Whitewater Canoe/Kayak Instructor & Coach is responsible for the delivery of paddling programs and activities for the Chilliwack Centre of Excellence Paddling Club (CCEPC), including our slalom athlete development program. She / he is accountable to and takes direction from the CCEPC President and Board.

Primary Roles and Responsibilities

The Instructor & Coach is responsible for the organization, promotion, delivery and management of club paddling programs, acting with major responsibility in the areas of:

1. Planning, coordination and delivery of club instructional and coaching programs
2. Preparation of slalom athletes for local, provincial and national level competitions
3. Event Management
4. Maintain and manage a safe paddling environment and facilities
5. Maintain and manage all paddling equipment and club assets
6. Communicate with members (in English)
7. Media Relations and promotion to recruit new club members
8. In partnership with Canoe Kayak BC, develop a long-term high performance plan (including goals, benchmarks and key performance indicators), and annual review of athletes.

Working Conditions

The Whitewater Canoe/Kayak Instructor & Coach has a flexible work schedule that is coordinated around CCE Paddling Club program delivery in beautiful Chilliwack, BC and Fraser Valley. The hours are typically full-time March to October and part-time through the winter.

- Daytime and evening work
- Regular weekday and weekend activities, and special events
- Flexible schedule that provides time-off in lieu for personal activities
- Regular travel for club activities and canoe/kayak events

Employment Requirements

The Whitewater Canoe/Kayak Instructor & Coach will preferably have the following qualification level, or its equivalent, with clearly demonstrated experience.

1. NCCP Whitewater High Performance Coach
2. NCCP River Kayak Instructor 3 / Leader 3
3. First Aid and CPR
4. Swiftwater Rescue
5. Driver's License

The ideal candidate will have experience with competitive canoe/kayak and working with youth, as well as a road-worthy vehicle capable of pulling a small boat trailer. The Whitewater Canoe/Kayak Instructor & Coach must be versed in Canoe Kayak BC and Canoe Kayak Canada safe water practices and adheres to these requirements at all times. She / he will travel and stay with the team at club-sanctioned events.

Compensation will be based on revenue generated through the various programming activities, approximately \$35,000 / year. The term of employment will initially be 1 year, with an option to renew depending on satisfactory performance and availability of funds. If interested please send resume by email only to:

CCEPC.coach.vacancy@gmail.com

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