



Saskatchewan Rowing Association

Summer Development Coordinator

Roles and Responsibilities

Rowing Development & Coaching - Clubs

- Organize and coach on water sessions/camps for Prince Albert and Lloydminster Rowing clubs.
- Organize Masters Camps at all four clubs in conjunction with local clubs. Confirm special guest coaches and activities to grow skills of Masters rowers.
- Connect with all four existing clubs to establish Indigenous girls rowing camps and develop connections to KidSport and Tribal Councils to grow opportunities for Indigenous girls in rowing.
- Work with the Provincial Development Coach to create opportunities for new rowers to try the sport.

Rowing Development & Coaching - Sport Districts

- Develop promotional materials for rowing in Sport Districts that do not currently have rowing (ie: brochures or flyers), and email these materials.
- Reestablish contact with the Sport District coordinators to set up *Just Try It* sessions across the province.
- Assist in finding interested facilitators to help coach in the Sport Districts.

Adaptive Rowing

- Organize adaptive rowing opportunities within existing clubs including either dryland or on-water components.
- Develop outreach to community associations like Wheelchair sports to connect to potential adaptive rowers.

Qualifications

- Experience coaching rowing especially at an introductory level
- Current first aid certification,
- Knowledge of basic boat maintenance and boat trailering
- Strong verbal and communication skills
- Driver's license
- Boat Driver's License

Expectations

- Position could be located in either Prince Albert, Lloydminster, Regina or Saskatoon
- Full time position (35 hours a week)
- \$16/hr
- 10 weeks June 3 to August 9, 2019
- Must be willing to work some evenings and weekends to accommodate rowing schedule
- Must be willing to travel throughout the province to support rowing development
- Must be between the ages of 16 and 30

Apply by sending your resume and cover letter to saskrowing@sasktel.net

Closing date May 17, 2019

SRA DEVELOPMENT COORDINATOR

JOB EXPECTATIONS

Office Related Expectations:

- organize and develop on water sessions/camps for Prince Albert and Lloydminster Rowing clubs;
- reestablish contact with the Sport District coordinators to set up Just Try It sessions;
- assist in finding assistant facilitators to help coach in the Sport Districts;
- connect with all four existing clubs to establish Indigenous girls rowing camps;
- develop promotional materials for rowing in new zones (ie: brochures or flyers) and email these materials; follow up with phone calls and, if warranted, visits to those districts.
- develop tools for data collection such as questionnaires for Sport Districts contacts/coordinators and coaching facilitators;
- compile information at the end of the summer regarding activities and comments from zone contacts, coaches and particularly the participants. The information would be in a simplified summarized report;
- organize expenditures in Spreadsheet form for the development activities of the summer;
- create a “calendar” of coaching sessions – with information such as coaches, volunteer assistants, travel time and session times;
- work closely with the Executive Director regarding weekly plans and take direction from her regarding those plans as the emphasis should be on getting into the existing clubs and the communities without established programs to get some rowing interest established.
- present any issues or questions (regarding the responsibilities stated above), to the Executive Director;

** Note: These are the “office” expectations, this job involves **mainly** work “in the field”. Which means the job also involves a great deal of travel to the clubs and various sport districts to coach and facilitate sessions. The first few weeks of work will involve getting contacts set up, promotional materials generated, later on in June, July and August some work will be completed in the office, but **most** of it will be spent mostly **traveling/coaching** in the zones.

Coaching/Travel Related Expectations:

- loading/unloading trailer with gear;
- travel to and from the community;
- rigging/derigging and set up for the camp session;
- ensuring that **waivers** and Participant Information forms are completed prior to the participant going on the water. (Note: these forms are all online through the Rowing Canada Membership database);
- ensuring that all necessary safety precautions are in place prior to the session (ie: safety boat, appropriate weather conditions and life jackets).
- keeping receipts for fuel, park passes, rentals etc. - including these with the **SRA Expense Claim Form available from the SRA web site.**