



The Carleton Place Canoe Club is the oldest continually operating canoe club in Canada. Established in 1893, the club fosters both team and individual excellence, with a focus on appropriate athlete development and accessible recreation for the Carleton Place and surrounding communities. We are currently hiring for the 2023 season to meet our recruitment and programming goals. If you are interested in any of the following positions, please send your cover letter and resume to coach@cpcanooclub.com. Please be sure to indicate for which position you are applying and if you are seeking full-time or part-time employment.

Position: Summer Canoe Kids and Youth Canoe/Kayak Camp Counsellor(s)

The Summer Camp Counsellor(s) will work with the Summer Camp Manager to provide a safe, fun, and appropriate program environment for the Canoe Kids and Youth Canoe/Kayak Camp participants.

Duties:

- Assist in the coordination and implementation of the Canoe Kids and Youth Canoe/Kayak Camp programs (including scheduling & planning activities)
- Ensure participants are screened and signed in/out safely each day of programming
- Attend all staff training sessions
- Work in collaboration with Summer Camp Manager to implement camp program plans and assess participants regularly
- Work in collaboration with Summer Camp Manager to provide weekly feedback to program participants and parents
- Communicate consistently and effectively with camp program parents/guardians
- Ensure camp equipment and facilities are prepared and clean for each day of camp programming
- Attend all program sessions
- Assess camp participants regularly
- Ensure participant compliance with club safety standards and CPCC Codes of Conduct
- Attend weekly staff meetings

Qualifications:

- NCCP Community Coach Certified (can be completed once application has been accepted)
- Pleasure Craft Operators license
- Understanding of CKCs LTAD plan
- Previous experience working with athletes in the Fundamentals and Foundations stages of the LTAD plan
- Proven Leadership, organizational, and communication skills
- Standard First Aid & CPR-C
- Safe Sport Trained & Screened
- Must be 15 years or older to apply

Term: July 3rd – August 25th, 2023

Salary: Commensurate with experience, qualifications, and level of certification

Application Deadline: Friday February 24th, 2023

Submit application to: Pat Lester, Head Coach & Technical Director coach@cpcanooclub.com