

Halifax Rowing Club

Job Posting: Full Time Head Coach

About Halifax Rowing Club:

Halifax Rowing Club (HRC / the Club) is located on the historic and beautiful North West Arm. HRC brings together people who enjoy the competitive sport of rowing and rowing as a lifelong health and fitness activity. The purpose of the Club is to provide recreational and competitive rowing in our community and to encourage participation in the sport. We offer programs designed for beginner, intermediate and advanced rowers interested in fun, fitness, recreation and/or competition. Our competitive rowers race in regattas in Nova Scotia, New Brunswick, Prince Edward Island, Quebec, Ontario and Northeastern U.S.A. Interested recreational rowers may also compete in many regattas throughout the rowing season.

HRC believes in principles of inclusion and assisting people be active in sport. We have a long established PARA program that encourages both competition and rowing for life.

Position Overview:

HRC's Head Coach provides leadership and direction for all of HRC's rowing programs. Our goal is to recruit, develop and produce a community of active-for-life rowers and competitive rowers, the latter of whom compete and succeed at local, regional and national regattas. The Head Coach reports to and takes direction from the HRC Program Director and HRC President. The Head Coach is responsible for overseeing, leading, and enhancing the Club's Rowing Programs.

Working with the Board and coaching staff, the Head Coach is responsible for:

Programs and Development

- Manage and ensure the proper delivery of all HRC programs for the full on-water season which usually runs late April to early November
- Design and/or assist with the design of training programs for all programs, ensuring that the goals and objectives of the programs are reflected, and participants abilities are considered
- Ensure that training plans include land-based activities and/or drills that can be followed for days when scheduled on-water training is not possible
- Use the crew planning tool (Doodle Poll/CatchAll) to set crews and ensure that this information is communicated to appropriate rowers.
- Meet with the HRC Program Director on a regular basis to discuss program outcomes, challenges and opportunities for improvement

Management of HRC Coaches

- Provide leadership and act as a mentor to Coaches
- Provide direction and feedback to coaches regarding schedules, training plans, coaching techniques, drills, on-the-dock and on-water safety, etc.

- Schedule coaches' shifts and ensure that appropriate coaching is being provided for all programs at all levels
- Evaluate and provide education/training to Coaches as needed, ensuring that time is scheduled to observe the coaching and instruction provided by these individuals
- Meet with Coaches on a regular basis to provide and receive feedback and look for opportunities to improve HRCs programs
- Be available to give input to the hiring of Club Coaches
- Verify the records of hours worked by Club Coaches
- Ensure adequate Coach coverage at regattas
- Inform the Coaches of their responsibilities related to ensuring that safety policies are followed and enforced and hold them accountable for doing so.

Management of the Club, Boathouse and Equipment

- Ensure all received registration forms are complete (e.g., they have all the required information and are signed), that the individual has registered for a program on the RCA Registration System, and that all required fees have been paid and passed on to the Club Treasurer
- Assist, when required, with the monitoring and respond/redirect of club's email
- Ensure that the Club's safety and equipment policies are followed by all Coaches, Instructors and Members. Inform Safety Director of any safety concerns or breaches
- Where possible; fix, repair or oversee the repair of broken or damaged equipment
- Ensure any major or non-readily repaired, broken or damaged equipment is brought to the attention of the Equipment Director
- Work with the Equipment and Safety Directors to ensure that the Club is organized, tidy and all boats and other equipment (PFDs, lights, etc.) are stored correctly and properly maintained (e.g., gas cylinders replaced as needed, batteries / lights replaced, etc.) and assign tasks as required
- Ensure that fuel tanks are refilled as required and Club coach boats and motors are maintained

Regattas

- Work with designated Board members to help plan, promote and run Club regattas
- Assist with planning of local / provincial regattas as required
- Ensure that all Club members are informed about upcoming regatta and opportunities to race
- Recruit Club rowers to compete in regattas, organize crews, collect regatta fees, submit entries to the regatta organizers, etc.
- Encourage members who are not competing to volunteer or participate as spectators
- **Provincial Athletes**
- Stay in contact with the Provincial Coach
- Monitor HRC athletes who are on the provincial team
- Attend Provincial camps when required

Qualifications:

- RCA Coach – Certified
- RCA Performance Coach trained or certified is desirable
- Three or more years of experience as a rowing coach
- In depth knowledge of developing rowing training programs
- Experience working with athletes of a variety of ages and skill level, including new members, juniors and adults
- Experience in managing and mentoring coaches and volunteers
- Demonstrated ability to communicate and work with Club Board
- Demonstrated ability to market rowing programs and liaise with community groups/sponsors
- Strong communication, leadership, organizational and motivational skills
- Rowing shell rigging and maintenance skills are desirable
- Current First Aid and CPR certification
- Boating License / Pleasure Craft Operator Card
- Driver's License Class 5 - in good standing
- Excellent interpersonal skills

Employment Terms:

- full-time (Late April – Early November)
- Board-supported opportunities to supplement income through private coaching, rowing camps / clinics, winter training programs, or other activities, etc.

Work Schedule:

- 35+ Hours/week (see Note 1)
- Late April – Early Nov

Note 1: hours may vary from week to week based on coaching / program schedule, regattas, etc.

Criminal Record Check:

- If requested to do so, applicants for this position must, at their own expense, provide a Criminal Record Check. • For those living in the Halifax Regional Municipality please see: <http://www.backcheck.net/halifax/>
- For those living outside of this area please see: <https://www.mybackcheck.com/Public/Login.aspx>

If you are interested in this position please email your resume to rowing@halifaxrowing.ca no later than March 14th, 2021.