



Saskatoon Canoe Club

Employment Opportunity

Organization:	Saskatoon Canoe Club (SCC)
Job Title:	Boathouse Supervisor
Position Type:	Summer
Location:	Saskatoon, SK
Hours per Week:	-1 full-time position, 35 to 40 hrs/week -1 part-time position, 15-20 hrs/week (estimated)
Position Start Date:	July 12, 2021
Position End Date:	August 31st, 2021, with the possibility of some work in the fall
Salary Range:	\$15.00/hr. to \$21.00/hr. depending on skills, experience, and duties
Duties and Responsibilities:	<ul style="list-style-type: none">• Help administer the club's online member registration and orientation system• Welcome SCC members as they arrive at the boathouse and answer questions they may have• Manage the disinfection and/or quarantining of all equipment after member use• Follow COVID-19 protocol• Help members select appropriate paddling equipment and adjust it for their use• Organize and deliver boathouse tours to new members• Lead informal 2-hour Recreation Division group paddling sessions on the South Saskatchewan River• Lead short information/demonstration sessions on entry-level paddling topics for members• Inspect paddling equipment for damage; perform simple repairs and make arrangements for complex repairs• Keep the boathouse clean and tidy• Help communicate with members through our social media pages• Monitor boathouse and equipment use and report any problems to the SCC executive• Help member trip-leaders to plan club trips• Other duties as assigned

<p>Qualifications:</p>	<p>You are:</p> <ul style="list-style-type: none"> ● A self-starter who can be counted on to independently perform the tasks the job entails ● Driven to help others and share your passion for paddling ● A good communicator, comfortable speaking to groups of up to 15 people in a friendly and engaging manner ● Flexible to switch from one duty to the next ● Comfortable using a computer with email, word processing, spreadsheet, and web browser software ● Knowledgeable about the design features of recreational canoes and kayaks and how these affect the user's experience ● Comfortable with safely canoeing and kayaking on the South Saskatchewan River in Saskatoon ● Able to work evenings and weekends ● Aged 15-30 inclusive on July 12th, 2021 (applies to full-time position only, due to grant funding eligibility requirements) <p>You have:</p> <ul style="list-style-type: none"> ● Your own mobile phone <p>Helpful Assets:</p> <ul style="list-style-type: none"> ● Paddle Canada Lake Canoe Skills Intermediate Tandem certification or equivalent skills/experience ● Paddle Canada Level 1 Sea Kayak Skills certification or equivalent skills/experience ● First Aid / CPR certification ● Respect in Sport certification ● More advanced Paddle Canada canoeing/kayaking certification ● Marathon canoeing experience ● Coaching experience ● Paddling equipment repair skills/experience ● Access to a vehicle ● Skills to tow a canoe trailer with a vehicle
<p>Additional Information:</p>	<p>A typical schedule for the full-time position would be approximately 09:30 to 18:00 Sat. and Sun., 12:00 to 20:30 one weekday, and 15:30 to 21:00 two weekdays. You will be sharing the workload with other boathouse supervisor(s), with some shifts overlapping and some shifts on your own. Scheduling details will be negotiated between the boathouse supervisor(s) and SCC leadership.</p> <p>A criminal record check will be required as a condition of employment.</p>
<p>Application Documents Required:</p>	<p>Cover letter (including scheduling availability), résumé</p>
<p>Submission Method:</p>	<p>By email to president@saskatooncanoeclub.org</p>
<p>Application Deadline:</p>	<p>July 7th, 2021</p>

