

## **Alberta Whitewater Association (AWA) :**

### ***Whitewater Kayak Instructor/Coach Job Description***

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#### **Role Purpose**

The Whitewater Kayak Instructor/Coach is responsible for the delivery of kayak programs and activities for local paddling clubs and supporting the activities of the Alberta Whitewater Association (AWA) and its affiliated members.

#### **Primary Roles and Responsibilities**

The Whitewater Kayak Instructor/Coach is responsible for the organization, promotion, delivery and management of club kayak programs, acting with major responsibility in the areas of:

1. Planning, coordination and delivery of club instructional programs
2. Planning, coordination and delivery of club coaching programs
3. Preparation of athletes for Alberta Summer Games, Alberta Cup slalom races, Freestyle competitions, Alberta Canoe Polo tournaments and Provincial Championship events
4. Event Management
5. Maintain and manage a safe paddling environment and facility for the club
6. Maintain and manage all paddling equipment and club assets
7. Communicate with members
8. Media Relations and Promotion to the public to recruit new members
9. Support to Provincial Association programming including festivals, competitions and workshops
10. Support to the AWA to maintain a safe paddling environment and facility at the Kananaskis

#### **Organizational Structure**

The Whitewater Kayak Instructor/Coach is accountable to the AWA and the local club and takes direction from the AWA Executive Director and a local Club Liaison.

#### **Working Conditions**

The Whitewater Kayak Instructor/Coach has a flexible working schedule that is coordinated around the club's and Association's programs.

- Daytime and evening work
- Regular weekday activities and weekend special events
- Flex schedule that provides time-off in lieu for personal activities
- Regular travel for club activities and to Association events (mileage will be compensated)

#### **Employment Requirements**

The Whitewater Kayak Instructor/Coach is required to have the following qualifications.

Assistance is available to upgrade these qualifications at the start of the season.

1. NCCP River Kayak Instructor 2
2. First Aid and CPR
3. Swiftwater Rescue
4. Driver's License

The Whitewater Kayak Instructor/Coach will have experience kayaking and working with youth. They must have a road-worthy vehicle capable of pulling a small boat trailer. The Whitewater Kayak Instructor/Coach will travel with the athletes and camp with the team at events.

Compensation will be in the range of \$16.50 - \$23.00 per hour depending on experience and qualifications.