



ORILLIA ROWING CLUB

P.O. BOX 981, ORILLIA, ONTARIO L3V 6K8

PHONE: (705)326-3519

WEBSITE: WWW.ORILLIAROWINGCLUB.COM

JOB POSTING: BOATHOUSE COORDINATORS/CAMP COUNSELLORS – May – October 2025

The Orillia Rowing Club is seeking to hire Part-Time Boathouse Coordinators/Summer Camp Counsellors for the 2025 rowing season. Under the direction of club executive, the successful candidates will support the activities of the Orillia Rowing Club coaches, as well as providing back-up safety boat coverage when needed.

Duties:

- Basic duties include:
 - Work during Summer Camp
 - Help when needed during Adult Learn-to-Row courses
 - Help when needed during Youth Rowing Program and coaching of Recreational rowers at designated times
 - Help with Try-Out Rowing
 - Provide any back-up safety boat duties when needed
- Ensure the following:
 - Coordinate operation of the boathouse during scheduled rowing times. Based on wind & weather conditions, decide if it is safe for rowers to be on the water. Oversee safety of all rowers on & off water.
 - Operate safety boat during specified on-water rowing sessions; maintain gas & oil supplies for safety boats when needed.
 - Ensure all rowers follow club safety procedures & proper equipment handling & storage procedures.
 - Decide & communicate to all rowers & crews which boats they shall row in, based on ability & conditions.
 - Conduct boathouse opening duties at the beginning of a shift & perform all required duties to ensure a secure boathouse at the end of the shift.
 - Keep the boathouse clean & tidy.
 - Oversee condition of all equipment & ensure concerns are directed to Executive member responsible.
 - Lead & coach erging sessions as needed at the boathouse when rowers can't go on the water to row.

Qualifications:

- Unlimited enthusiasm & ability to work independently with a minimum of supervision.
- Rowing experience preferred; desire to learn & become a rowing coach an asset
- Preference given to those who have taken the RCA Learn-to-Row Coach course
- Rowing Essentials module – online at coachesontario.ca
- Coach Initiation in Sport module – online at coachesontario.ca
- Making Ethical Decisions – virtual course through coachesontario.ca (reimbursable)
- CAC Safe Sport Training (Can be completed after hiring)
- Current Boat Operators Licence & confidence in driving a motor boat
- Excellent leadership skills as well as strong communication & organizational abilities
- Current (last 6 months) Criminal Reference Check with Vulnerable Sector Check (18+ only)
- Current Standard First Aid & CPR C certifications or in process of obtaining certifications
- Proficient Swimmer- Lifesaving training/certifications are an asset

Hours and Terms of Work:

Contract term is from May (boathouse opening) to October 2025 (boathouse closing). Part-time hours are a combination of morning & evenings Monday through Friday, Saturday & Sunday mornings, and 8:45am – 4:45pm during camp weeks. We recognize that start dates and day-to-day availability may vary. Training & orientation is provided. Hourly wage range: \$17.75, dependant on rowing experience/knowledge.



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Accessibility:

We are an equal opportunity employer. We welcome & encourage applications from people with disabilities. We will work with you to accommodate your needs in line with the goals of the Accessibility for Ontarians with Disabilities Act & the Ontario Human Rights Code. Should you require accommodation through the application or interview processes, or any stage of the recruitment process, please contact as outlined below.

Forward applications by March 28 to: info@orilliarowingclub.com

We thank all applicants, however only those selected for an interview will be contacted.