

Position: Summer Coordinator
Type of Position: 30+ hours per week
Start & End Date: June – August (14 weeks)
Pay: \$16.00
Number of Positions: 1



Organizational Overview:

Leander Boat Club has been a staple of the Hamilton Bay Front since 1927. Leander is the 12th largest rowing club in Canada by total membership, offering a wide range of programs such as High School Rowing, Bantam, Recreational, Learn-to-Row, Junior/Senior Competitive, and Masters. Leander prides itself in its dedicated volunteers, coaches and staff, sense of community, and pursuit of rowing excellence.

Given the nature of the position, all offers of employment will be subject to the provision that the successful incumbent provides Leander with a current and satisfactory Vulnerable Sector Screening Report at the time of hire.

Nature and Scope:

Leander is seeking a Summer Coordinator to work over the 2022 season. Individuals in this role will be responsible for the delivery of customer service excellence in their everyday interactions with club members, participants and their families.

Responsibilities:

- Coordinate learn-to-row registrations and promotion alongside the Club Administrator.
- Develop program lesson plans and training plans
- Coach or assist in coaching learn-to-row, recreational, summer camps, or masters.
- Engage in other maintenance activities as assigned by the Club President.
- Support special projects and club initiatives to provide our members a positive club experience.
- Ability to communicate effectively with a wide range of people associated with the programs, including but not limited to participants, parents, volunteers and other staff.

Qualifications:

- Current Standard First Aid and CPR
- Available to work flexible hours, including some weekends and occasional evenings
- Outgoing personality with strong customer service skills
- Pleasure Craft Operator Card
- Learn-to-row certified preferred but not required so long as willing to start certification process

Competencies:

Teamwork: Actively builds teams and encourages open relationships for maximum organizational effectiveness.

Initiative: Does the right thing at the right time without being asked.

Commitment to Service Excellence: Deliberately identifies and creates opportunities to enhance every individual's experience.

Concern for Health and Safety: Acknowledges and understands how to manage and educate others of risk and harm reduction.

Accessibility:

We are an equal opportunity employer.

We welcome and 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 and the Ontario Human Rights Code. Should you require accommodation through the application or interview processes, or any stage of the recruitment process, please contact Leander directly at leander.exec@gmail.com.

Commitment to Equity, Diversity & Inclusion:

Leander Boat Club is committed to a fair and inclusive work environment, and seek talent with a diversity of life experiences and perspectives. We are an equal opportunity employer that hires talent regardless of age, race, creed, color, religion, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality, sex, status as a protected veteran or any other legally protected grounds and will not discriminate on these bases.

If you are interested in the opportunity to be considered to join our team please submit your letter of application and resume by Friday, February 11, 2022 to leander.exec@gmail.com.

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