

HEAD JUNIOR COACH ~ ARGONAUT ROWING CLUB
JOB DESCRIPTION
March 12, 2018

Position Summary:

The Head Junior Coach will provide leadership and direction to the development of the Junior Rowing Program at the Argonaut Rowing Club (ARC), providing high quality coaching and ensuring the success of competitive¹ crews. Learn about the Argonaut Rowing Club [here](#).

Definitions:

The Junior Rowing Program of ARC consists of youth from age 11 to U19. This includes Camp Argo, Junior Development, and Junior Competitive streams.

Responsibilities:

The Head Junior Coach will:

1. Develop and execute a comprehensive training programs for the Junior Rowing Program
 - a) Recruit volunteer coaches to assist with coaching the Junior Development and Junior Competitive streams
 - b) Ensure that goals and objectives are set for Junior athletes in rowing development, recruitment and performance
 - c) Follow Rowing Canada's Athlete Pathway / Long Term Athlete Development model in any training programs developed for the Junior athletes; follow RADAR
 - d) Promote and develop neighbourhood high school programs
 - e) Develop current and prospective junior athletes for participation at RCA's junior national team and/or NextGen Hub programs
 - f) Develop and deliver a winter training program for Junior athletes
 - a) Advise on Camp Argo program and training of Camp Argo counsellors
 - b) Develop, deliver, and evaluate a winter training camp
2. Develop a comprehensive training program for the entire Club membership
 - a) Develop a Yearly Training Plan geared to regattas for Masters, Seniors and fall head races for Recreational crews
 - b) Develop and respond to queries about, weekly workout schedules for members in the Masters', Seniors and Recreational programs
3. Chair regular meetings of Junior program coaches
 - a) Recommend honoraria for volunteer coaches to the Board
 - b) Ensure coaches are properly trained, and are aware of Club policies, rules, procedures
 - c) Work with Captain to ensure equitable allocation of club equipment to Junior crews is transparent and fair
 - d) Work with volunteers to maintain all club Equipment

¹ "Competitive" means athletes registered with RCA and categorized for competition as per the RCA Rules of Racing s.2.3, U17, U19

- e) Monitor equipment to minimize damage/ wear and tear
 - f) Ensure Juniors follow Club Rules and Safety Policy
4. Lead the Junior programs' participation in regattas
 - a) Ensure rigorous standards for selection and training of competitive crews
 - b) Ensure Juniors complete required documentation prior to regatta attendance, pay for entries and trailering fees
 - c) Ensure all Junior athletes are Club members and are registered with RCA and ROWONTARIO
 - d) Manage trailer loading, unloading and drive the trailer to and from regattas
 - e) Attend all regattas where Juniors are entered
 - f) Ensure all paid entries have been submitted on time for any regattas involving Juniors
 - g) Respond to parent enquiries about program and regatta attendance and serve as a chaperone for any out of town regattas requiring overnight stays; attend Parent Committee meetings
 - h) Recruit additional parental chaperones as per the club's chaperone policy
 5. Reporting
 - a) Provide the Board of Directors with monthly and end of the year report of the Junior program's progress
 - b) Provide the Board of Directors with monitoring and evaluation information in accordance with the agreed testing procedures at the club
 - c) Attend monthly board meetings
 6. Complete administrative work in support of the Club Mission including fielding inquiries on rowing programs via phone or email.

Hours of Work:

April to mid-November (6 days /week):

- Morning shift 5:30 AM to 7:30 AM
- Afternoon shift 4:30 PM to 6:30 PM
- Additional training sessions dependent on athlete schedules & performance
- Plus additional 3 hours of administrative work

Mid-November to March (4 – 5 days / week):

- Work hours: To Be Determined accordingly to training schedules of crews. Likely to be one session per day.

Qualifications:

- Certified RCA Coach
- Valid Driver's Licence for trailer driving
- 3 – 5 years' experience coaching Junior athletes, with accompanying demonstrated success
- Canadian citizenship

Remuneration:

\$60,000 per annum

Benefit package including drugs, vision, dental

Professional Development

Vacation:

2 weeks paid vacation.

Statutory holidays: New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, Ontario's Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day. Where a regatta falls on a holiday, the Head Junior Coach will be provided with time in lieu at straight time

We thank all candidates for applying, but only those selected for an interview will be contacted.