

# Employment Opportunity

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**Position:** Adult Rowing Manager, Argonaut Rowing Club

**Application Deadline:** Open until filled

**Start Date:** As soon as possible

**Club location:** 1225 Lake Shore Blvd W., Toronto, Ontario

The [Argonaut Rowing Club \(ARC\)](#), is currently accepting applications for the year round position of Introductory Programs and Adult Rowing Manager (IP&AR Manager).

The Argonaut Rowing Club offers a diverse rowing environment for participants of all levels and abilities. The IP&AR Manager will supervise the Learn to Row (LTR) program and engage LTR graduates as Learn to Train (LTT) members of the Club. The IP&AR Manager also manages and provides coaching to LTT, Club and Masters rowers with the objective of ongoing member engagement and retention.

As IP&AR Manager, you will engage in managing winter training programs, planning the LTR program and recruiting and arranging training for coaches for the upcoming season. You will also manage the Guest Coaching program. During the on-water season you will oversee the LTR program and either through recruiting coaches or coaching, prepare LTT, Club and Masters athletes for, submit entries to Captain, and attend select summer and fall regattas.

Communication and collaboration with other Club leaders to maximize equipment and facility use will be key to your success.

More information on the Argonaut Rowing Club is available [here](#).

**Experience and Qualifications:** The ARC seeks a candidate who is a certified RCA Coach or equivalent, or working towards it and in compliance with RCA's [Every Coach Certified](#). Positive leadership skills and ability to take control of a situation, self-motivation, excellent administration skills with attention to detail, patience and listening skills for dealing with adults. The successful candidate must have the legal right to work in Canada and hold a valid Canadian drivers license in addition to boat licenses. Post-secondary training in kinesiology, adult education, recreation, sport management/administration or equivalent is ideal.

**Responsibilities:** The job description for the IP&AR Manager is [here](#). The IP&AR Manager will prepare and accompany LTT, Club & Masters rowers to regattas. The incumbent will supervise winter training programs including outings and cross-training.

**Compensation, Hours, Benefits:** Salary in the range of \$43,000 to \$45,000 for up to 37 hours per week, with at least 30 hours performed at the club. Health benefits package. Administrative work is expected to take up, on average, 10 hours per week.

**Availability:** The position is available immediately.

Please submit a resume and cover letter to [secretary@argonautrowingclub.com](mailto:secretary@argonautrowingclub.com).

Application deadline: Open until filled

### **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 the Argonaut Rowing Club directly at [secretary@argonautrowingclub.com](mailto:secretary@argonautrowingclub.com)*

### **Working Conditions and Physical Requirements**

- Heavy lifting of equipment (motors, boats, oars, etc.)
- Hours of work: two shifts will be required for supervising morning and evening LTR and coaching LTT, Club and Masters rowers
- Physical ability to assist rowers in emergencies on the water
- Programs are held at a variety of times throughout the week so schedules will include early morning hours, weekend hours and split shifts.
- During regatta season several weekends will be required for regatta participation.
- Due to the physical nature of the activity including preparing the boats, there is a large physical component to the position. Physical work is required to assist in program delivery and facility upkeep.