

LEAD INSTRUCTOR - CLUB RECREATIONAL



1 Positions

Salary: \$21.50 per hour

Start date: April 20, 2026

End date: October 31, 2026

Hours: 12 Hours per week for 28 weeks. Includes evenings & weekends

*Hours are subject to change based on allotted grant funding.

Location: 10 Lady Grey Drive Ottawa ON -Ottawa River

Application Deadline: April 6th, 2026

JOB SUMMARY

Reporting to the Head Coach, the **Lead Instructor - Club Recreational** provides instruction and manages volunteer coaches of our Club Recreational program, *along with clerical duties associated with the program.*

Using a combination of personal experience and input from the Head Coach, the Lead Instructor will execute practices both on-land and on-water. Tasks adjacent to the instructing component of the job include launching and operating a coach motor boat, organizing boating line ups for on-water outings, monitoring and stocking boat safety supplies, and planning the execution of recreational practices, communicating with athletes and being the main point of contact for Club athletes, and communicating practice or regatta plans with coaches and ORC administration.

PROFESSIONAL EDUCATION AND EXPERIENCE

- High School Graduate or college/university student
- Experience in rowing is important
- Experience Instructing rowing is important

CERTIFICATIONS AND LICENSES

- Current Standard First Aid, CPR and/or AED certificates
- A Pleasure Craft Operator Card is preferable and can be obtained upon hire.
- Certification in relevant coaching/aquatics/recreation programs is an asset

APPLICANT KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge

- Knowledge of risk management for decision making related to health and safety of staff & participants.
- Knowledge of rowing, including the instructional tactics, equipment, environment, etc.
- Language Requirement: English OR Bilingual competencies.

Skills

- Instruct and demonstrate rowing
- Lead and motivate adult participants with varying levels of physical fitness.
- Collaborate with participants and co-instructors in a team environment.
- Supervise participants in a variety of environments including aquatic.
- Create and follow verbal and/or written directions/procedures, specifically lesson plans.
- Launch and operate a motor boat.
- Communicate effectively using written, verbal, and visual methods.

Abilities

- Tactful, kind and patient
- Calm under pressure
- Diplomatic and direct in communication.
- Creative and resourceful
- Reliable and trustworthy
- Physically fit and able to participate in recreation activities
- Ability to pass a Background Check - the successful candidate will be required to complete a Vulnerable Sector Check with the Police Services

Please send your interest and resume to Adrian - ORC Administrator:

rowing@ottawarowingclub.com

We wish to thank all applicants for their interest and effort in applying for this position. Only candidates selected for interviews will be contacted.

The Ottawa Rowing Club promotes the principles of diversity and inclusion and adheres to the tenets of the Canadian Human Rights Act and the Ontario Human Rights Code.