

# **Manitoba Paddling Association**

## **Summer Staff Position**

The Manitoba Paddling Association is fortunate to receive summer student grants from the provincial and federal governments. These grants allow us to hire staff to run our summer programs from the beginning of May until the end of August. Students are hired to do a variety of jobs from working with the public to general maintenance around the multiple facilities we have in the province. Many of our programs are offered in French, so bilingual applicants are at an advantage.

### **Requirements/Main Characteristics**

- Age 16-30
- Hard working
- Good swimmer
- Comfortable working with both kids and adults

### **Assets**

- Class 4 or 5 Driver's License
- Licensed to operate a motor boat
- Bilingual
- Bronze cross or higher swimming certification
- Background in sport and/or coaching or instruction
- Experience supervising children's summer camps

### **Manitoba Canoe Kayak Center's Mission**

- Promote an active and healthy lifestyle to members of our community
- Develop the sport of paddling for all ages
- Teaching proper water safety while still encourage a fun environment for new paddlers

## **Summer Staff General Responsibilities and Duties**

**Training in canoe, kayak, and dragon boat instruction and First Aid/CPR will be provided.**

### **Summer Camp Counsellor**

- Supervise assigned children ensuring the safety and wellbeing of participants at all times. This includes recording the ongoing attendance of individuals assigned to your care.
- Lead and engage children through different activities on both land and water.
- Create fun and educational learning experiences that promote paddling development, water safety and physical activity.
- Participate in all activities with high levels of enthusiasm and energy.
- Encourage summer campers to participate in the Youth Paddling Program.
- Apply certified emergency First Aid and CPR skills if needed

### **Dragon Boat Coach**

- Supervise assigned dragon boat teams ensuring the safety and wellbeing of participants at all times.
- Provide dragon boat teams with all the necessary tools to paddle as a team.
- Have a positive attitude towards all participants.
- Provide participants with information of the other programs the Manitoba Paddling Association as to offer them.
- Apply certified emergency First Aid and CPR skills if needed

### **Evening Program Coach**

- Supervise assigned participants ensuring their safety and wellbeing at all times.
- Provide participants with the necessary knowledge to preform whatever program you may be running (Intro to Kayaking, Dragon Boating, etc).
- Have a positive attitude towards all participants
- Provide participants with information of the other programs the Manitoba Paddling Association as to offer them.
- Apply certified emergency First Aid and CPR skills if needed

## **Evening Staff**

- Supervise all participants ensuring their safety and wellbeing at all times
- Rent kayaks/canoes to the general public, help them with life jackets and paddles and provide them with the necessary knowledge to go paddling (drop in nights only).
- Help participants to find their Evening Program Coach as well as provide information on where change rooms/bathrooms are located. Make everyone who comes through our doors feel welcome and a part of our organization.
- Engage with participants of all programs as well as the general public
- Provide information of the programs the Manitoba Canoe Kayak Center to anyone interested
- Apply certified emergency First Aid and CPR skills if needed

We're proud to have multiple summer staff members returning year after year as well as having past summer staff members continue to be involved in paddling after they're done working with us. If you think you would be the right fit for our summer staff program, please email a copy of your resume to [mpa@sportmanitoba.ca](mailto:mpa@sportmanitoba.ca).