



## **COACH AND PROGRAM DIRECTOR SAN DIEGO CANOE KAYAK TEAM**

**San Diego Canoe Kayak Team (SDCKT) is interviewing candidates for the position of Coach and Program Director. This year-round, 30-hour per week position reports to the Board of Directors. The expected start date is to be negotiated, but no later than September 2, 2019. Please submit resume and cover letter, by June 21, 2019, to:**

**Jennifer Hein  
Chairperson, Recruitment Committee  
admin@sdckt.net**

SDCKT is a non-profit organization dedicated to sprint canoe and kayak. The organization holds its practices at San Diego Youth Aquatic Center on Mission Bay. This is a position of leadership and responsibility. The Coach and Program Director teaches the fundamentals of the sports and provides competition opportunities for paddlers of all abilities, including paracanoe athletes. The Coach and Program Director will be supported by the Board of Directors, volunteer coaches, club administrator, team manager and equipment manager.

### **Primary Duties:**

- Abide by and enforce safety rules and regulations and other ACA and SDCKT rules and policies
- Manage the scheduling, content and quality of the paddling programs
- Develop and execute training programs for paddlers according to individual needs and goals
- Develop annual schedules of events, plan for and manage same
- Provide workout schedules and information on a weekly basis to be included in member newsletter
- Explain and demonstrate proper use of apparatus and equipment
- Explain and demonstrate principles, techniques, and methods of regulating motor development of body to achieve proficiency in activity
- Consistently reinforce proper paddling technique
- Track attendance of paddlers and use of equipment
- Communicate weekly with athletes/parents during practices
- Organize and oversee regatta entries, boat transport and regatta site activities
- Coordinate with equipment manager on facility and equipment repairs
- Recruit and supervise volunteer coaches
- Advise Board of Directors in connection with grant proposals and equipment purchases
- Plan and organize athletic aspects of training camps for local, national and international athletes
- Promote SDCKT, including school visits, open houses, fundraising regattas, etc.
- Provide reports to Board of Directors and attend Board meetings as may be required
- Be a positive role model for present and future athletes



**Mail:** SDCKT, 4131 Raffee Drive, San Diego CA 92117

**Phone:** 858 273 0063

**Internet:** <http://www.sdckt.net>

**Facebook:** <https://www.facebook.com/SDCKT>



501 (c)(3) (330802871)

*-Celebrating 22 years of offering a year round paddlesports program to the youth of San Diego-*

## Qualifications:

- Proven leadership skills and track record of running and developing a club program
- Technical experience of sprint canoe and kayak
- ICF Canoe Kayak High Performance 2 Certificate, or equivalent
- Paracanoe coaching experience desirable
- Strong interpersonal skills with solid written and oral communication skills and problem solving
- Ability to develop positive working relationship with paddlers of all ages, parents, board of directors, coaching staff and corporate sponsors
- Current first aid and CPR certification
- Powerboat operator's permit or proven experience with coaching boats (to obtain CA boater's license after commencing employment)
- Valid driver's license (and ability to drive pulling a boat trailer)

Position will be part time (approximately 30 hours per week) throughout the year, and requires work outside of normal working hours, *i.e.*, early morning and late afternoon. Preference will be given to candidates who can have additional availability during winter and summer school breaks. Work location will be based in San Diego, California; however, travel will be required for regattas, competition or supplemental athlete training.

Compensation is commensurate with qualifications and experience. We are an equal opportunity employer. We thank all applicants for their interest; however only those selected for an interview will be contacted.

If selected for the position, the candidate would be required to join the ACA Sprint Coaches Association, required to complete SafeSport training, and subject to annual background check.



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