



The Carleton Place Canoe Club is the oldest continually operating canoe club in Canada. Established in 1893, the club fosters both team and individual excellence, with a strong focus on athlete development and accessible recreation for Carleton Place and surrounding communities.

We are currently hiring for the **2026 season** to support our recruitment, competition, and programming goals. If you are interested in any of the positions listed below, please submit a cover letter and resume to [coachpat@cpcanooclub.com](mailto:coachpat@cpcanooclub.com) by not later than **March 20, 2026**. Be sure to indicate which position you are applying for and whether you are seeking full-time or part-time employment.

#### **Position: Sprint Program Coaches (U10, U12, U14)**

Sprint Program Coaches will support the Head Coach and Lead Development Coach in delivering safe, fun, and developmentally appropriate programming for U10, U12, and U14 Youth Sprint Program participants.

#### **Responsibilities**

- Collaborate with the CPCC coaching team and program coordinators to deliver high-quality programming in a safe, fun, and supportive environment
- Attend all required staff training sessions
- Deliver creative, innovative, and developmentally appropriate training sessions in alignment with the seasonal program plan
- Assist program coordinators and the Head Coach in ensuring program equipment is clean, safe, and in good working condition
- Attend all scheduled program training sessions and support participant competitions as needed
- Collaborate with program coordinators to regularly assess participant development and overall program quality
- Assist program coordinators with regatta entries as required
- Ensure member compliance with club safety standards and CPCC Codes of Conduct
- Participate in weekly staff meetings as required

#### **Qualifications**

- NCCP ELCC trained (certification preferred; may be completed upon acceptance)
- Pleasure Craft Operator Card
- Strong understanding of Canoe Kayak Canada's LTAD model and CPCC's Paddler Pathway
- Previous experience working with athletes in the Fundamentals, Foundations, and Training to Train stages of the LTAD model
- Demonstrated leadership, organizational, and communication skills
- Standard First Aid & CPR-C
- Safe Sport trained and screened
- Must be **16 years of age or older as of June 1, 2026**

**Term:** June 29 - August 22, 2026 (staff training will take place in May/June)

**Salary:** Commensurate with experience, qualifications, and level of certification

**Application Deadline:** Friday, March 20, 2026

**Submit Applications To:** Pat Lester, Head Coach & Technical Director [coachpat@cpcanooclub.com](mailto:coachpat@cpcanooclub.com)