



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@cpcanoecub.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@cpcanoecub.com