



JOB POSTING: River Safety Program Coordinator

Closing Date: May 12th, 2023

Two Year Term

Organization: Alberta Whitewater Association

Work Location: Alberta

POSITION OVERVIEW:

The Alberta Whitewater Association (AWA) is seeking an outstanding candidate to provide leadership and assume responsibility, for coordinating a River Safety Initiative for the province.

BACKGROUND:

Established in 1972, Alberta Whitewater Association is the Provincial Sport Organization dedicated to supporting whitewater sport and recreation in Alberta. Our vision is Exceptional Whitewater & Paddle Sports Experiences. With 20 clubs around the province, three discipline specific organizations and many partners, AWA seeks to build a safe and welcoming sport for all.

The Executive Director is based in Calgary, but the position is open to anyone living in Alberta. Some on-site activities in Calgary will be needed, which may require the ability to travel.

RIVER SAFETY PROGRAM COORDINATOR POSITION SUMMARY:

Reporting to the Executive Director, the River Safety Program Coordinator (RSPC) is responsible for supporting current and future programs in the river safety portfolio.

Specific responsibilities include:

1. Development of an online river safety program
 2. Development of a river SUP awareness campaign
 3. Coordination of a PFD lending station at Harvie Passage, including education summer staff oversight
- Collaboration with partners such as clubs, businesses and other organizations to execute the three key initiatives
 - Grant writing and/or grant accountability

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- Ensuring that all program delivery, communication and engagement is done in a manner that demonstrates cultural awareness and sensitivity.
- Working within a budget to develop and facilitate engagement and collaborative opportunities between community leaders, club administrators, commercial members, and recreational area operators
- Refining and adjusting program designs in response to community needs
- Ensuring the National Coaching Certification Program (NCCP) & Canoe Kayak Canada education program methodology is integrated into the program
- Meeting AWA reporting requirements
- Working with the AWA team and community members to coordinate and lead special events and communicate these externally.

SKILLS AND QUALIFICATIONS:

Qualified candidates for this position must possess:

- Post-Secondary Degree or equivalent relevant work experience
- Drivers License
- Standard First Aid
- Strong organization skills, strong communication skills
- Graphic design, video editing, website, and social media advertising are an asset
- Experience with supporting outdoor programming. Ideal candidates will have experience in some or all of the following: canoeing, kayaking, stand-up-paddle boarding or other sport-based programs. Strong demonstrated skills and comfort level with the above an asset.
- Swiftwater Rescue and NCCP certifications are an asset
- Ability to convey, listen to and interpret safety information and opinions of diverse audiences with professionalism and sensitivity
- Ability to show personal leadership within the position, through goal setting, delegating work and meeting timelines consistently

This job requires a clean Criminal Record Check.

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LOCATION:

The ideal candidate will live in Alberta. All work-related travel will be covered. A variety of home-base locations will be considered, and flexible working arrangements can be made. This position will require some travel.

TERM AND COMPENSATION:

This is a two-year full-time position – with potential for extension or re-deployment dependent on funding. Salary range for this position \$49-\$56,000, commensurate with experience. Flexible working hours & holidays TBD.

HOW TO APPLY:

If you are interested in applying for this position, please send your resume and cover letter to admin@albertawhitewater.ca, with “River Safety Program Coordinator – your name” in the title.

While we thank all applicants for their interest, only those selected for interviews will be contacted.

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Alberta Whitewater Association provides equal opportunity to all employees regardless of their gender, race, religion, age, disability, sexual orientation or marital status. We are a family-friendly organization that allows for flexible work arrangements in order to support staff diversity and ensure a healthy work-life balance.

We are a youth-supporting organization. Our recruitment and selection process reflect our commitment to the safety and protection of the youth in our programs. The successful candidate will be required to provide a satisfactory vulnerable sector check and Safe Sport training as a condition.