



Row Nova Scotia  
5516 Spring Garden Road, 4<sup>th</sup> Floor  
Halifax, NS B3J 1G6

**Job Title:** Apprentice Coach

**Work Term:** May 5, 2025 – August 22, 2025

**Work Location:** Dartmouth, Nova Scotia

**Employment:** Full time – 30 hours per week (some irregular hours, including weekends)

**Anticipated Wage:** \$17.50 per hour

**Deadline to Apply:** April 14, 2025

**Job Overview:**

The role of the Row Nova Scotia (Row NS) Apprentice Coach will be to work closely with the Provincial Coach; as well as the Technical Director, Administrative Staff, and Board of Directors to assist in the development of competitive rowing in Nova Scotia that will continue to make Nova Scotia successful on the National and International stages.

This position will offer one coach in Nova Scotia the opportunity to apprentice with a senior, experienced coach throughout the summer. Through this apprenticeship, the Apprentice Coach will gain valuable practical skills, a formal coach mentorship opportunity, and work towards certification in the National Coach Certification Program's Rowing Coach stream. The goal of the apprenticeship is to prepare coaches to be successful club coaches and positively impact the club system in years to come, as part of the RCA Coaching Pathway.

**Responsibilities:**

The Apprentice Coach will:

- Support the High Performance Team developing the Selection Process for the Canada Cup Team
- Support the High Performance Team in the development and execution of the training plan for the Canada Cup Team
- Organize and maintain data on athletes' testing and performance;
- Assist with the preparation and execution of events related to the Provincial Team (regattas, camps, etc.),
- Work alongside the Provincial Coach to coach small groups of existing Provincial Team athletes;
- Facilitate and manage Provincial Team equipment throughout the summer;
- Create a personal coaching development and growth plan with their mentor coach;
- Participate in training sessions and professional development opportunities (WHMIS, NCCP, etc.);
- Other duties as assigned.

**Required Qualifications:**

The ideal candidate will:

- Hold Canadian citizenship or have the legal right to work in Canada;
- Be attending post-secondary studies in Fall 2025
- Have a minimum of NCCP RCA Coach - Trained status
- Have a clean Criminal Record Check and Vulnerable Sector Check;
- Have a current First Aid and CPR certificate or will commit to acquiring them in the next two months.
- Have completed the CCES SafeSport module or will commit to acquiring the module in the next two months: <https://cces.ca/safe-sport-e-learning>



Row Nova Scotia  
5516 Spring Garden Road, 4<sup>th</sup> Floor  
Halifax, NS B3J 1G6

**Ideal Qualifications:**

- Have two years experience in rowing, preferably with past coaching experience;
- RCA Coach - Certified or RCA Performance Coach - Trained status is an asset
- Proficiency with MS Suite and Google Suite is an asset
- Strong communication and interpersonal skills

Interested applicants should send a resume and cover letter to [rowing@rowns.ca](mailto:rowing@rowns.ca) no later than Monday, April 14, 2025 at midnight. **This position, hours, and start/end dates are dependent on funding through the Nova Scotia SKILL grant.**