



## Greater Victoria Youth Rowing Society

5100 Patricia Bay Hwy  
Victoria, BC, V8Y 2T6

### **JOB POSTING**

## **GVYRS High School Season Equipment Manager**

### **Overview:**

GVYRS is a not for profit society based out of Elk Lake that supports youth rowing throughout Victoria. We facilitate the fall rowing season for high school and middle school students using the GVYRS fleet as well as part of the Victoria City Rowing Club fleet. We are looking to hire a responsible, independent person to act as our equipment manager during the 2014 fall season. The position may also be shared between two people, but preference will be given to those individuals who

### **Description of responsibilities:**

The GVYRS equipment manager will:

- Directly oversee the use of the GVYRS fleet
- Perform minor repairs to rowing shells and other rowing equipment
  - Minor repairs consist of replacing parts of the shell not structurally integrated into the hull or oar, such as: hardware, oarlocks, collars, feet, seats, etc...
- Arrange for major repairs to occur at the direction of the GVYRS director of equipment
  - Major repairs consist of fixing parts of shell integrated into the hull, such as repairing punctures, cracks, replacing fins, etc...
- Communicate with GVYRS director of equipment regarding fleet repair and upkeep as well as general equipment organization
- Maintain general organization of equipment in conjunction with GVYRS director of equipment
- Be on site during practice times to assist coaches and athletes with equipment
- Assist coaches at regattas with equipment issues
- work with the GVYRS director of equipment to facilitate use of the shared fleet with the Victoria City Rowing Club
- Install and remove the race course for all regattas
- Assist coaches in emergencies that require an extra coach boat
- Be present during times listed below in the *Schedule and term of employment*

**Schedule and term of employment:**

The term of employment will run from **September 8 – November 16**. The nature of the equipment manager position requires that applicants not have coaching duties during the times listed below. The equipment manager will be required to be at the lake at the following time during the term of employment:

- Friday, September 5 from 3:00pm – 9:00pm
- Monday through Friday, 3:30pm – 6:30pm
- Part of the day during the following regattas:
  - Crabfest – Sunday, September 28
  - Annual 2<sup>nd</sup> – Saturday and Sunday, October 18-19
  - City Championships – Saturday and Sunday, November 15-16

The equipment manager may be required to be at the lake outside of the above listed times in order to complete their required tasks as outlined in the above *Description of responsibilities*

**Qualifications:**

- Knowledgeable regarding basic rowing shell workings, repair and maintenance
- Ability to work independently and responsibly
- Pleasure Craft Operators license
- Ability to operate a small craft with an outboard motor
- Organization and professional communication skills
- LTR Instructor certification an asset
- Experience with cold water safety practices an asset
- Experience with VRS safety protocols an asset
- Availability during majority of day on above listed regatta dates an asset

**Fee:**

The equipment manager will receive \$1500 divided into bi-weekly installments.

**Applications:**

All interested individuals should submit a resume and cover letter to:

James Lane  
GVYRS Director of Equipment  
email: [equipmentmanager@gvyrs.ca](mailto:equipmentmanager@gvyrs.ca)  
phone: 250-920-9075