



Atlantic Division CanoeKayak Canada

PO Box 295 Station Main
Dartmouth, NS B2Y 3Y3
(902) 466-9925
www.adckc.ca

Course Technician:

Employer: Atlantic Division CanoeKayak Canada

Number of Positions: 2

Work Term: May 25, 2021 – August 28, 2021 (approximately)

Deadline for Applications: Sunday March 14, 2021

Requirements:

All applicants must be a student in a full-time post-secondary program or a high school student. In either instance, the applicant must also be intending to return to full-time studies in the fall of 2021. Must be available evenings and weekends as well as through the week.

Job Description:

The Course Technician(s) will assist in assembling, maintaining, installing, and removing all on/in-water equipment necessary for International level on-water racing events, including sprint canoe/kayak, rowing, dragon boat, and other such events held on Lake Banook, Dartmouth during the summer months.

The Course Technician(s) will be under the direction of the Executive Director and the ADCKC Facilities Manager and Chair of Asset Management (Volunteer Board position). The Facilities Manager, with the assistance of the Executive Director, will arrange all training and performance evaluations for the Course Technician(s), monitor weekly activities, and approve of operating plans/weekly working hours.

The ideal candidate:

- Has a willingness to learn many new skills in a hands on environment
- Ability to problem solve and think outside of the box in situations without standardized solutions
- Is self-motivated
- Has a strong mechanical aptitude and a suitable mechanical background
- Has a basic understanding of carpentry and power tools
- Basic understanding of tool safety
- Ability to suggest areas of improvement and take on projects with little or no guidance
- Adhere to strict safety regulations
- Able to work outside for long hours and during weekends
- Has strong communication skills and can effectively communicate with officials, executive members, and staff members.

Since 1956, the ADCKC has supported paddle sport and our member clubs in Atlantic Canada.



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Required Certifications

- Pleasure Craft Operators Licence
- Completed First Aid and CPR Class C
- Workplace Hazardous Materials Information System (WHIMS) and Occupational Health and Safety (OHS)

Job Specific Tasks:

- Regatta preparation includes, but not limited to, installation of a race course lanes, opening tower and ADCKC building, docking pontoon boats, gassing pontoon boats, helping athletes prepare equipment for races (if our equipment is required), maintaining bathrooms on regatta days, charging radios, and providing a clean environment for staff, officials, athletes and coaches.
- Installation of Polaritas race course start system during national team trials, nationals, or world competitions.
- Maintenance and installation of docks and ensuring they are up to safety standards
- Maintaining racecourse and altering lanes based on the type of regatta being organized
- Making sure the racecourse is aligned and presentable to the public
- General maintenance of the Atlantic Division building including, but not limited to, minor repairs, maintenance of weight room, management of LED light systems, and cleanliness of building
- Deploying buoys, boat moorings, and anchors
- All additional duties given by the Facilities Manager

Please submit cover letters & resumes to:

robin@adckc.ca (only candidates being considered will be contacted)

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