

Job Posting

Position: Recruitment and Development Officer

Employer: Nova Scotia Rowing Association

Term: April 1, 2008 – October 31, 2008 (26 weeks over 7 months)

Hours: maximum 15 hours a week

Note: Contingent upon approval of funding

Job Summary

The Nova Scotia Rowing Association is inviting applications from candidates to assist in the recruitment of Learn-to-Row participants, development of clubs and event planning.

Responsibilities/daily tasks:

- Contact groups in the community to introduce them to the sport of rowing (Boys and Girls clubs, church groups, fitness facilities and other sport organizations for cross-training purposes etc.)
- Make presentations to promote rowing programs offered by clubs which include Learn-to-Row, Youth programs and summer camps (including demonstrations on the erg machine)
- Develop and support new clubs
- Assist in planning events to promote the sport
- Responsible for tracking and reporting all contacts made in the community

Qualifications:

- Experience in sport development
- Promotions and marketing experience
- Good communications skills and solid writing ability
- Ability to prioritize tasks and manage time efficiently
- Confident; ability to speak to large groups
- Creative and enthusiastic
- Ability to teach Rowing Canada's Learn-to-Row program an asset

The salary will be commensurate with experience. Mileage outside the metro area to the Antigonish Rowing Club and potential clubs will be covered.

Interested applicants should send a letter of interest, a resume, and the names of two references to **Yetta Withrow, President**, Nova Scotia Rowing Association at novascotiarowing@gmail.com by **March 26, 2008**.