

## **OTTAWA NEW EDINBURGH CLUB**

504 Sir George-Étienne Cartier Parkway

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[www.onec.ca](http://www.onec.ca)

The Ottawa New Edinburgh Club (ONEC) is hiring to fill a vacancy for **one CANSail 3&4 Instructor** for the 2025 season of its Youth Sailing Day Camp. With over a century of history, ONEC is one of the oldest boating clubs in the country. We aim to be the friendliest non-profit, community-based, recreational summer sports club in Ottawa. ONEC encourages fun, fitness, and skills acquisition at all ages. Instructors receive a full 2025 season membership, including access to ONEC's tennis, sailing, paddling, and rowing facilities.

**Duties:** The CANSail 3&4 instructor, working together with a team of three CANSail 1&2 instructors and a head instructor, will provide on-water sailing instruction to camp participants as well as supervising them before and after camp hours and during lunch periods.

**Employment period and hours:** The camp runs 40 hours a week, Monday to Friday, from July 2<sup>nd</sup> to August 22<sup>nd</sup>. Planning, preparation and training for the camp will take place in the week of June 23<sup>rd</sup>-27<sup>th</sup>. There will be opportunities for additional part-time work in the evenings in May and June, supporting the Learn-to-Sail program for adult club members.

### **Required qualifications:**

- Sail Canada CANSail 3&4 Instructor (Trained or Certified)
- Pleasure Craft Operators Card (PCOC)
- Coach Boat Safety Course
- Current First Aid and CPR Certifications

These must be valid until August 22<sup>nd</sup>, 2025. Applicants who do not yet hold all these qualifications, but who plan to obtain them by the end of April 2025, are encouraged to apply.

Successful applicants over 18 will be required to submit a vulnerable sector (level 3) police record check.

### **Required skills and personal traits:**

- Excellent communication and customer-relations skills
- Enthusiasm for working with children and youth
- Cooperative, team-focused attitude
- Friendly, trustworthy and honest personality.

### **Assets:**

- Experience working with children and youth
- Experience working in a camp or recreational program
- Bilingualism (English/French)
- Part-time availability in May and June.

### **Compensation:**

The hourly salary will be in the range from \$20.75 to \$22.25 depending on experience and qualifications.

ONEC welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in the selection process.

Please send your resume, cover letter, and references by January 31<sup>st</sup>, 2025 to:

Ian Leroux

2025 ONEC Sailing Director

[Director@sailonec.com](mailto:Director@sailonec.com)