



HEAD ROWING COACH

Posted September 2026

The Thunder Bay Rowing Club (TBRC), established in 1904 on the Kaministiquia River, is seeking a dedicated Head Coach to lead the club through its next chapter. We are a community-driven, inclusive organization with over 100 members, a strong Board of Directors, and dedicated volunteers. We follow the RCA Athlete Development Pathway (LTAD) and are committed to our Vision 2030 Milestones. This is an ideal opportunity for a coach with an entrepreneurial spirit ready to grow with us.

POSITION DETAILS

- **Employer** – Thunder Bay Rowing Club, a not-for-profit organization
- **Business address** – 755 Dock St., Thunder Bay, ON. Mailing address PO Box 20030, Thunder Bay, ON P7E 6P2
- **Position** – Head Coach (NOC 53201), 1 vacancy
- **Terms** – Permanent, full-time. Start date April 2027
- **Wage** – CAD \$60,000 per year (CAD \$28.85/hour equivalent), paid bi-weekly
- **Hours** – 40 hours per week. Up to 10 hours per week may be banked from May to October and taken as time off from November to April
- **Benefits** – 6% of salary paid in lieu of health benefits; 10 days paid vacation per year
- **Language of work** – English
- **Location of work** – Thunder Bay, Ontario, at the TBRC boathouse, with travel to regattas

POSITION SUMMARY

The Head Coach is responsible for day-to-day club operations, reporting directly to the Board of Directors. The position is full-time encompassing coaching, operations, administration, event planning, and member satisfaction. The on-water season runs May to October, with year-round programming including winter cross-training partnerships with local ski clubs. Hours are variable but typically include weekday mornings and evenings, and Saturday mornings.

PRIMARY RESPONSIBILITIES

- Plan and coach competitive rowing programmes for juniors, open, and masters athletes
- Oversee Learn-to-Row, novice, and recreational programming

- Lead the high school rowing programme in partnership with local schools
- Recruit athletes and build community relationships
- Mentor volunteer coaches and lead day-to-day club operations
- Prepare athletes for provincial and national competitions
- Work with the Board and volunteers on Club administration

GENERAL RESPONSIBILITIES

- **Programme Development** – design and implement comprehensive training programmes with seasonal plans ensuring peak competitive performance.
- **Coaching and Training** – foster a positive team environment; evaluate individual and team performance and implement corrective strategies.
- **Athlete Development** – monitor athlete progress, prepare athletes for competition (race strategy, mental preparation, technical proficiency), and support personal goal-setting.
- **Leadership and Mentorship** – demonstrate integrity guided by TBRC Cultural Values; inspire athletes; collaborate with volunteer coaches; communicate via iCrew.
- **Administration and Equipment** – coordinate travel and trailer logistics, equipment management, and competition schedules; maintain records in iCrew; ensure Safe Sport compliance; manage incident reporting.
- **Club Operations** – serve as boathouse manager; perform equipment upkeep; provide monthly Board reports.
- **Communications** – maintain quality communications through existing channels; engage membership in projects, events, and problem-solving.
- **Board Participation** – serve as ex-officio member of the Board of Directors (non-voting) and relevant committees.

QUALIFICATIONS

- RCA coach certified (or equivalent/in progress, completed by start date)
- Current Standard First Aid and CPR certification (WHMIS and AED an asset)
- Pleasure Craft Operator Card
- Criminal Record Check with Vulnerable Sector Screening (within last 2 years)
- Driver's licence and trailering experience an asset

COMPETENCIES

- **Teamwork** – builds teams and encourages open relationships.
- **Communication** – confident verbal and written skills with athletes, parents, Board, and members.

- **Initiative** – does the right thing at the right time without being asked.
- **Service Excellence** – creates opportunities to enhance every individual's experience.
- **Health and Safety** – manages and educates others about risk and harm reduction.
- **Multi-Stream Competency** – understands the needs of Instruction, Community Sport, and Competition streams.

THE SUCCESSFUL APPLICANT

- A demonstrated love for the sport of rowing
- A history of competitive racing or coaching
- Positive experience at other rowing club(s) and a desire to share that enthusiasm
- Ability to work with athletes of all age groups
- Strong written, verbal, and interpersonal skills

WHY THUNDER BAY?

Located at the western head of Lake Superior, TBRC offers 10+ kilometres of pristine waterways on the Kaministiquia River – widely considered one of the best rowing environments in Canada. Thunder Bay is the sunniest city in Eastern Canada, known for affordable living, a thriving food and arts scene, and world-class four-season outdoor recreation.

HOW TO APPLY

Apply through Job Bank Direct Apply, or send a cover letter, resume and 3 references to info@thunderbayrowingclub.com. Questions about the position may be directed to the Club President at vince@thunderbayrowingclub.com or 807-355-5519.

TBRC is an equal opportunity employer. We welcome applicants of all gender identities, youth, Indigenous people, newcomers to Canada and people with disabilities. Accommodations are available in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act.