

NOW HIRING

OPERATIONS MANAGER & ASSISTANT OPERATIONS MANAGER



The Royal St. John's Regatta Committee is seeking to fill the position of Operations Manager and the position of Assistant Operations Manager for the 2023 rowing season. The positions work closely together, and report to the Director of Boathouse and Pond. The successful candidates will be responsible for the daily supervision and management of the boathouse and dock staff, located at Quidi Vidi Lake in St. John's.

KEY PERFORMANCE OBJECTIVES

- Overseeing day to day operations of the Boathouse and Shell House, and all other secondary buildings, racing shells and motorized watercraft;
- Maintenance and minor repairs to facilities and racing shells (boats);
- Move boats and equipment from boathouse to pond and back on a daily basis;
- Interact with rowers and the general public, and direct inquiries accordingly;
- Responsible for the safety of Boathouse staff and those who use the lake on a daily basis;
- Make decisions regarding safety condition of the pond and flag status;
- Monitor and assist with incidents that may occur on the pond;
- Prepare the boathouse and racing shells for the Royal St. John's Regatta and other race days;
- Responsible for managing a team of Dock Staff throughout the Rowing Season;
- Other duties as required.

CPR and First Aid, as well as a small craft boating license are an asset, but not a necessity as training will be provided. The successful candidate should have management experience with a focus on client service, and interacting with the public. Rowing experience would be considered an asset.

The position is labour intensive and heavy lifting will be required. Shift work and long hours (early mornings and/or late evenings – both positions must coordinate scheduling) should be anticipated. Salaries will be commensurate with experience, with a range of \$17-\$20/hour. The successful candidate must provide a Certificate of Conduct and Vulnerable Sector Check.

All interested candidates should forward a resume to general@stjohnsregatta.com no later than April 19, 2023, indicating for which position you are applying – Operations Manager and/or Assistant Operations Manager.

While we appreciate all applications, only those individuals chosen for an interview will be contacted.

The Royal St. John's Regatta Committee is an equal opportunity employer and is committed to employment equity. The Royal St. John's Regatta is the longest continuous sporting event in North America. More information about the Royal St. John's Regatta is available online at www.stjohnsregatta.org.

