

DULUTH ROWING CLUB
3911 Minnesota Avenue
Duluth, Minnesota

Job Title: Learn to Row Coach (Part-Time/Seasonal Position)

Reports To: DRC Head Coach and/or Personnel Committee

Location: Duluth Rowing Club Boathouse and St. Louis River/Bay Waters

Position Summary: The Learn to Row (LTR) Coach is responsible for planning, leading, and supervising the Duluth Rowing Club's introductory rowing program. The primary goal of this position is to introduce complete novices—typically adults—to the sport of rowing in a safe, fun, and educational environment, fostering basic proficiency and a desire to join the club's recreational or competitive programs.

Essential Duties and Responsibilities

1. Coaching and Instruction

- **Safety First:** Ensure a safe environment for all participants by closely following the Duluth Rowing Club's safety guidelines, including boat handling, traffic patterns, and emergency procedures on the water.
- **Technique Instruction:** Teach fundamental rowing technique on land (using ergometers/rowing machines) and on the water (initially in stable training shells and ultimately in standard rowing shells).
- **Curriculum Delivery:** Execute a structured LTR curriculum covering:
 - Basic rowing terminology and boat parts.
 - Proper rowing stroke sequence and power application.
 - Boat handling, launching, docking, and carrying.
 - Coxswain commands and water traffic rules.
- **Feedback:** Provide timely, constructive, and individualized feedback to participants to promote skill acquisition and confidence.

2. Program Administration

- **Attendance & Records:** Maintain accurate records of participant attendance, emergency contact information, and skill progression.
- **Equipment Management:** Coordinate with the Equipment Committee/Head Coach to ensure all coaching launches, training shells, ergometers, and necessary safety gear are available, functional, and properly maintained during

LTR sessions.

- **Communication:** Act as the primary point of contact for LTR participants, promptly addressing questions or concerns and communicating schedule changes.
- **Evaluation:** Conduct a final evaluation and provide recommendations to participants for continuing their rowing journey with the DRC.

3. Professionalism & Club Culture

- **Role Model:** Represent the Duluth Rowing Club in a positive and professional manner at all times.
- **Collaboration:** Work cooperatively with other DRC coaches, staff, and volunteers.
- **DRC Integration:** Inform LTR participants about the club's history, mission, and pathways for continued involvement (e.g., Recreational Rowing, Competitive Masters Rowing)

Qualifications

Required

- USRowing Level 1 Coaching Certification (or higher).
- Safesport Training
- Current First Aid and CPR certification (or willingness to obtain before starting).
- Ability to operate a motorized coaching launch and possession of a valid MN Boater Safety Card (or willingness to obtain).
- Prior experience in rowing as an athlete or coach, with a strong understanding of rowing technique.
- Demonstrated experience in teaching or instructing adults/novices.
- Strong verbal communication, organizational, and interpersonal skills.
- Ability to lift and carry rowing equipment (up to 40 lbs) and work outdoors in various weather conditions.

Preferred

- Experience in coaching a Learn to Row or novice program.

Schedule and Compensation

- **Hours:** Part-Time, Seasonal (typically June through August, depending on program needs). Specific hours vary but generally include evening and weekend

sessions. LTR sessions are 3 nights a week and one weekend morning per week for a total of approximately 10 hours of work per week. Each LTR session is 4 weeks, and DRC hosts 2-3 sessions per summer. LTR specific hours would total at approximately 100 hours for the season. More hours are available if coach is interested/willing.

- **Compensation:** starting wage of \$20/hr, free membership at DRC, free entry to regattas.

Application

- Send Cover Letter and Resume to hello@duluthrowing.org