



## Role of the CKC Divisional PaddleALL Coordinator

**General:** The Divisional PaddleALL coordinator is the advocate for all PaddleALL activities within a Division. The list below is a description of the types of activities a coordinator needs to do in order to be successful in this role. Not all canoe clubs are starting at the same place with regard to PaddleALL programs. The coordinator will need to use tact, persuasion and enthusiasm in this advocacy role.

### Grants & Sponsorships:

- Search for grants and sponsorships
- Assist clubs and the Division/Province to apply for grants
- Make list of grants and sponsorships for which applications have been made and follow up with them
- Distribute to other PaddleALL coordinators

### Associations:

- Contact local associations and support groups associated with *persons with a disability*
- Compile a list of community contacts
- Distribute information package to the associations to increase awareness of the PaddleALL program
- Maintain regular contact and inform them of upcoming PaddleALL events

### Racing:

- Establish PaddleALL races as a regular part of Divisional regattas
- Brief officials about PaddleALL and what the expectations of the race.

### Canoe Clubs:

- Organize coach training sessions (with help from CKC & the Province)

### Media:

- Obtain media contacts and distribute information about upcoming PaddleALL events to all media
- Submit articles for Divisional/Provincial websites, PaddlesUP newsletter

### Administrative:

- Submit monthly reports to CKC during summer months
  - Number of participants at clubs
  - Progress with grants
  - Events
  - Make book of "who's who" for PaddleALL
- Attend National CKC sponsored PaddleALL activities

