



JOB DESCRIPTION **McCall Winter Sports Club**

Position: Alpine: Head Race Coach
Calendar: Seasonal (approx. November – April) salary
Effective Date: 2014/15 Season

General: Exciting opportunity to lead the McCall Winter Sports Club's Alpine Ski Racing club. MWSC is a non-profit organization that is dedicated to developing quality ski racers through discipline and competitive spirit to reach their full potential, offered in a fun and family-friendly environment. Athletes who belong to the McCall Winter Sports Club come from varied backgrounds throughout Idaho and Eastern Oregon.

Job Description:

The Head Coach is a supervisory role to the MWSC alpine coaching staff and reports into the Program Director. Assist in the responsibilities of improving overall program success measures including, but not limited to, financial growth, member retention and acquisition, athlete skill performance, and annual member satisfaction scores. Administration related to training, travel, safety, and competitions at Brundage Mountain Resort. Oversee Brundage Mountain Resort race events and represent MWSC at Divisional and Regional meetings.

On-snow locations include Brundage Mountain and Little Ski Hill in McCall, Idaho.

Responsibilities:

- Work with Technical Advisor (TA) and Program Director (PD) to design and manage program across all athlete age groups ((U8 – U16).
- Ongoing communications throughout the season with members and staff to inform of key scheduling timelines, such as registrations, training, competition schedules, travel plans, etc.
- Manage all aspects of away-competitions, including travel.
- Proactive in planning, organization and coordination as per competition / event calendar and training, including supervising race event production crew.
- Assume lead role with physical conditioning of race team athletes.
- Work closely with the Program Director in design, organization, and production of all racing events at Brundage Mountain Resort, and supervise race course creation and maintenance.
- Emphasize safety for all volunteers, competitors and spectators during event preparation and production.
- Assist PD, Marketing & MWSC with local school communications, promotional opportunities and registration drives; involving coaches and athletes when appropriate and as it fits with budgetary direction
- Work closely with MWSC Board including, but not limited to, attendance at meetings, acting as primary communicator and also supporting fundraising efforts
- Represent MWSC at divisional meetings, and maintain effective communications with USSA and IMD organizations as needed

- Work with Technical Advisor and coaches to cross-train staff on progressions/techniques and develop cross-over plans to increase levels of continuity in program across age groups.
- Directly responsible for supervision of race team coach(es) - including scheduling, supervising timing system entries, positive reinforcement, disciplinary action and other personnel paperwork (accurately and completely filling out Performance Appraisal Reviews, Change of Status, Accident Reports, Separation Notices, & others as needed)
- Provide guidance to coach(es) for annual training, professional development and/or pursuit of certifications; assist with coordinating clinic and exam opportunities.
- Prepare race team budget needs, input data into budget models/worksheets, help manage this budget throughout the season, and meet budgeting timeline requirements.
- Summer camps: Coordinate and coach 2 (minimum) summer camps at Mt Hood. Includes organization of transportation and lodging and training plan/s.
- Assist PD to plan collateral needs for the next season; available to give input on and proof read drafts of brochures or other promotional pieces.
- Assist PD in coordination and maintenance of team assets: Includes training center (ARC) snow removal (roof and walk ways), security, cleaning schedule, maintenance needs, etc. also include team vehicles.
- Responsible for maintaining good departmental communications; checking race team mail, email, voicemail, and responding as needed in a timely manner.

Requirements:

- College Education preferred, High School graduate or GED equivalent
- USSA Coaches license
- Strong skiing skills across all alpine racing disciplines
- Minimum 3 years of coaching/teaching ski racing
- Experience in alpine ski racing training program development
- Minimum 3 years of participation in competitive ski racing
- Race course design and maintenance experience
- Gate setting and course prep experience for all race types
- Ski race event production experience, preferred
- One year supervisory experience
- Excellent communication skills, written and oral
- Computer skills in MS Word, MS Excel, email
- Valid driver's license approved by insurance company
- Background check

Additional Demands:

- Ability to lift items weighing 40-60 pounds repeatedly and up to 80 pounds occasionally
- Requires individual to work at a desk/computer work station
- Ability to ski carrying equipment, such as gates, signs, etc., weighing 20 to 80 pounds.

Safety & Wellness:

It will be the responsibility of all team members to ensure that our internal & external guests enjoy a safe and risk free environment. All team members must be on constant alert for any unsafe conditions and work behaviors

This job description is to be considered a general outline of the duties and responsibilities of this position and is subject to change at any time.