



Job Description

Youth Track Coach

An enthusiastic, creative, team-oriented Assistant Track Coach is needed to lead the Above Xpectations Team. This position is responsible for assisting with all phases of the Cross Country, Track and Field programs at West End Neighborhood House. Specific responsibilities include, but are not limited to: coaching and student-athlete skill development, with emphasis on sprints, hurdles, jumps, and multi-events; recruiting, administrative tasks related to the operation of the program, and providing a positive experience for student-athletes, ages 6-17.

Duties and Responsibilities:

- Support and assist the head coach in the development of a sports program that challenges student-athletes to succeed individually and as a team.
- Assist with the planning and execution of camps and clinics and promote a highly competitive program.
- Effectively identify, select and recruit prospective student-athletes who display the athletic and academic talents and ability to successfully compete.
- Demonstrate a commitment to assisting student-athletes achieve academic success.
- Assist the head coach in managing various administrative tasks related to the operation of the program such as equipment management and coordination of team travel.
- Create an environment that fosters teamwork, good sportsmanship, self-esteem, & healthy lifestyles.
- Assist in the development and implementation of fundraising activities.
- Assist with other sports and recreational activities as needed.

Job Requirements:

- Education: Bachelor's Degree in related field which has equipped applicant with the knowledge, skills, and abilities to perform the duties of the position. Combination of high school diploma and experience will also be considered.
- Experience: Track and/or cross country coaching experience at the High School or Club level, which includes volunteer, undergrad or graduate work.

Competencies:

- Demonstrated knowledge of all applicable NCAA, conference, and institutional rules and regulations is required.
- Demonstrated expertise in coaching Cross Country/Track and Field is required.
- Ability to lead and motivate student-athletes is required.
- Strong communication and interpersonal skills are required.
- Strong understanding of all aspects of social media is preferred.
- Excellent oral, written, interpersonal, and public speaking skills.
- Attention to detail and ability to balance multiple priorities.
- Excellent customer service skills.

- Ability to work cooperatively and independently to achieve goals.
- Strong organization and data management skills, ability to work effectively under pressure and produce a quality work product within tight constraints.
- Microsoft Office product knowledge.

Salary/benefits: Salary: \$12.00 to \$15.00 /hour; 20 hours/week during academic school year, not including evening, weekend and overnight events as scheduled.

Conditions of Hire:

- A satisfactory criminal background check and valid driver's license and acceptable driving record are required at time of appointment and throughout employment in this position.
 - Must be able to work a flexible schedule (including evening and weekends).
 - Must be available for out-of-state travel.
 - Must be available for overnight stays for regional and national meets and events.
- Job Type: Part-time

Please send all inquiries to aflowers@westendnh.org. No calls please.