**Job Description:**

Adult Head Coach

Northampton Community Rowing

Northampton, MA

Reports To: Director of Programs

Schedule: Part-time, year round

Salary: Commensurate with experience

# **Organization Description**

Northampton Community Rowing (NCR) is located on the Connecticut River in the Pioneer Valley. Our facility is located on the grounds of the new Connecticut River Greenway Riverfront Park in downtown Northampton, Massachusetts. NCR is a community-based and volunteer-driven organization, dedicated to enhancing the sport of rowing for youth and adults throughout the Pioneer Valley by creating an environment that challenges, inspires teamwork, sportsmanship, athleticism and camaraderie through competitive and recreational opportunities.

NCR boasts a year round community program that serves a strong youth and adult rowing program. In addition to our sculling and sweep programs, we have partnered with All Out Adventures and Paradise City Dragon Boating to promote river access and programs that benefit the community.

# **Northampton Community Rowing’s mission is to:**

* Develop sportsmanship, fitness, rowing skills, teamwork, friendship, cooperation and enjoyment for young people and adults through safe and challenging rowing activities.
* Enable and promote athletic and personal achievement for adult and youth rowers as team members and individuals.
* Develop the leadership skills of young people and adults, and the organizational capacity to endure and thrive.
* Promote stewardship of the Connecticut River as a recreational and environmental resource.
* Encourage the development of facilities, river access, and programs that benefit community rowing activities.

**Job Description**

The Adult Head Coach is chiefly responsible for the direction and long term development of NCR’s adult rowing program which includes learn to row programs and non-competitive club programs that meet in the early mornings and the evenings, and a competitive team that meets in the early mornings.

The Adult Head Coach reports to Director of Programs. The Adult Head Coach coaches one adult rowing program per season.

# **Primary Responsibilities**

* Plan and direct coaching of all adult morning and evening rowing programs during the on-water season, which typically starts in April and ends in late October, working with a team of three or more assistant coaches.
* Plan and direct summer learn-to-row programs.
* Plan and coach morning and evening winter training programs for adults.
* In coordination with the Director of Programs and the Youth Head Coach, coordinate responsibility for the equipment needed for adult regattas and take responsibility for the collection and submittal of receipts for regatta and equipment expenses to the Director of Programs in a timely manner.
* Assist in outreach to recruit rowers and maintain communications with rowers as a representative of the program.
* Provide leadership and direction to other coaches, coxswains, captains and rowers in all adult rowing programs.
* Communicate with rowers regarding adult programs and regatta logistics.
* Coach or coordinate additional programs, as directed by the Director of Programs or Board of Directors.
* Work with the Youth Head Coach and the Director of Programs to coordinate and implement NCR’s safety, equipment and behavior policies and execute these policies faithfully to ensure that every program participant has a fulfilling and positive experience.

* Take responsibility for the care and maintenance of equipment and facilities used during all adult program hours and work with Director of Programs to repair, or arrange for the repair of equipment damaged during these program hours.

**Qualifications**

* BS/BA degree
* A minimum of Level 1 US Rowing Coaching Certification. Level 2 US Rowing Certification preferred and/or a willingness to obtain Level 2 US Rowing Certification upon hiring.
* Demonstrated ability to work independently and manage project schedules.
* Excellent teaching and communication skills, with demonstrated ability to convey technical subject matter in an understandable manner.
* Demonstrated work experience teaching or coaching adults.
* Demonstrated interpersonal and communication skills required to successfully interact with diverse group of rowers.
* Experience developing and executing endurance and strength training programs.
* Experience with general training principles, exercise physiology, and nutrition.
* Must have successfully passed the state mandated CORI.
* Positive appearance, attitude and presentation with a strict sense of confidentiality.
* Work effectively with colleagues by practicing good attendance and punctuality, respect for deadlines, collaborative problem solving and honest communication.
* Must have ability to operate motorized launch.

**Physical Qualifications:**

* Standing and / or sitting for long periods of time.
* Regularly required to listen, direct, and speak.
* Position requiring mobility, including bending, lifting (up to 50 lbs.), pushing, walking.
* Use of legs, arms, hands and fingers to manipulate rowing equipment, docks and boats motors, computers and office equipment.

**Working Environment:**

* Work may require to work with high levels of noise and extreme temperatures at times.
* The environment may be stressful and hectic at times with frequent interruptions.
* The employee will work outdoors (may include inclement weather) during the rowing season.

 **Limitations and Disclaimer:**

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. This job description reflects administration’s assignment of essential functions; and nothing in this herein restricts administration’s right to assign or reassign duties and responsibilities to this job at any time.

 All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an “at-will” basis.