

## Program Director/Head Coach – Position Available Immediately

The Amoskeag Rowing Club seeks a self motivated, visionary individual with the necessary skills and experience to assist our organization in greatly increasing the quantity and quality of our rowing programs.

Background: The ARC, founded in 1982, has a mission of promoting health, sportsmanship and community through the sport of rowing. We maintain a core membership of ~ 70 masters' rowers and support the rowing programs of two local high school teams and one college club team. We operate out of a club owned boathouse located in Hooksett, New Hampshire, midway between the cities of Manchester and Concord. Our home water is a beautiful five mile long stretch of the Merrimack River, upon which we hold our popular annual regatta, the New Hampshire Championships. We currently provide small masters and juniors learn to row summer programs and are ready to take our offerings to the next level and beyond.

The successful candidate will assist us in sharing the benefits of rowing with a wider audience by:

- Increasing our masters' membership by offering more varied and higher quality programs.
- Encouraging youth membership by creating a club juniors competitive team for the many local students not served by a school team.
- Offering improved member and participant services and increasing operations efficiency through web-based technology.
- Increase programming and membership to create sufficient resources to improve and expand our rowing facilities.

### Position Responsibilities:

The Program Director/Head Coach will report to the ARC Board of Directors. This is a salaried, half time position averaging 20 hours per week, with the hours concentrated during the rowing season (April through October.)

1. Develop and manage adult and youth learn to row, recreational and competitive programs.
  - Create and administrate a variety of programs to fit the needs of the local audience, encourage club membership and the support of our mission.
  - Coach programs as suitable; recruit, train and supervise other coaching staff as needed.
  - Regularly seek feedback on the programs' effectiveness and make changes towards improvement.
2. Manage the resources necessary for successful programs.
  - Monitor and coordinate use of our boathouse, parking and launch areas with all facility users to ensure the best possible operations for all.
  - Monitor and coordinate use of club owned equipment towards the most effective use of these finite resources.

- Create and maintain a long range equipment maintenance and purchase plan. Manage minor equipment maintenance and work with the Board of Directors/Equipment Committee to provide for major repairs.
  - Provide direction for members' work days and regular maintenance labor.
  - Coordinate regular contractors' services in support of day to day operations.
  - Assist in developing web-based services for program registration, boat reservations, etc.
3. Promote and develop rowing in the greater Concord/Manchester community.
- Promote the development of rowing programs in additional surrounding high schools and colleges.
  - Promote and develop commitments by schools, colleges and other organizations to partner with ARC to develop our current facility to its fullest potential and to develop a second rowing venue on the Merrimack River.

Requirements:

- Four to ten years coaching experience; USRowing Level 1 Coaching, CPR, and First Aid Certification. Attaining a NH Commercial Boat Operators License will be required prior to beginning employment.
- Excellent communication, organizational and computer skills.

Salary: Negotiable and commensurate with candidates' skills and experience.

Application Procedure: Review of applications will begin immediately. Please send a letter of application, resume, and the names, addresses, phone numbers and email addresses of three references to [mikeshieldsrows@gmail.com](mailto:mikeshieldsrows@gmail.com) with Director/Head Coach as the subject line.