



**Job Title:** Queens Coaching Corps Member, Asst. Coach

**Job Type:** Full-Time, Salaried

**Supervisor:** Queens Youth Program Manager

**Position Summary:**

Row New York (RNY) transforms the lives of youth from NYC's under-resourced communities by combining competitive rowing with academic support and college readiness. Coaching Corps Members will inspire, challenge, and transform NYC's youth by providing valuable coaching, mentorship, and leadership. They will assist in all facets of managing the Queens Youth Rowing programs, under the direction and guidance of the Queens Varsity Program Manager. They will work between RNY's main office and the World's Fair boathouse.

**Key Responsibilities:**

- Assist the Varsity Program Manager in the day to day operation of the Queens Youth Rowing program
- Coach and tutor participants in a safe, inclusive, and competitive environment
- Teach participants the fundamentals of rowing, competition, and teamwork
- Track and manage participant data: academic information, fitness metrics, registration, permission slips, intake, attendance and evaluations
- Assist in academic programming with the support of the Academic Coordinator
- Assist in the outreach to and recruitment of new participants to tryouts and open houses
- Model positive character, leadership and patience at all times
- Assist in the coordination of all field trip and regatta planning logistics
- Coordinate transportation of participants as needed for programming, regattas, etc.
- Communicate regularly with participant parents via email and phone
- Assist the Queens Program Manager with the boathouse management, and equipment repair and maintenance
- Assist at other RNY events including Community open houses, fundraisers, and corporate team-building events

**Qualifications and Requirements:**

- Bachelor's Degree; Minimum 3 years rowing; Strong references; Clean drivers license
- Commitment to the mission of RNY and the spirit of sports based youth development
- A sense of humor, tolerance for change, and a demonstrated ability to create a positive culture and sense of empowerment for students/families
- Strong work ethic coupled with an enthusiastic and positive approach to work

- Excellent oral and written communication skills, and the ability to communicate with sensitivity and to work with diverse populations
- Proactive problem solver who demonstrates initiative and ability to work individually and on a team

**Compensation and Benefits:**

*Professional Development:*

Coaching Corps Members will learn the fundamental skills needed to be a successful rowing coach, as well as the ins and outs of a non-profit organization in NYC. Specifically, they will:

- Attend one major rowing coaches conference (The Joy of Sculling, USRowing Convention, What Works Conference, etc.)
- Ride alongs with both junior and collegiate coaches throughout the region
- Attend trainings for best practices in youth development, safety, and facilitation
- Receive seasonal reviews of their coaching
- Attend a RNY board meeting and an introduction to the board members
- Work with RNY's Executive Director, Director of Development, and Chief Program Officer to engage in broader non profit management

Exploring fundraising, event planning, program management, and data collection will provide Coaching Corps Members with a wide range of professional skills. Coaching Corps Members will also be immersed in RNY's diverse community of staff, supporters and volunteers. It is our hope that through RNY's network in NYC and beyond, the Coaching Corps Members will be able to establish and grow their own professional networks.

*Benefits:*

- A base health and dental insurance policy covered 100% by Row New York. In addition to the base policy, there are a total of 11 health insurance plans, 10 dental plans, and optional vision plans to choose from at additional cost.
- A \$20,000 life insurance policy, with other optional insurance policies to choose from.
- 25 days of paid time off, 16 paid holidays, 4 summer Fridays
- Pre-tax commuter benefits.

*Compensation:*

Employees will be paid a total salary of \$24,600 over the contract period, on a semi-monthly basis. This is a non-exempt full-time temporary position, and the candidate is expected to work a maximum of 40 hours/week.

**To Apply:**

- Please send cover letter, resume, and three professional references to Tom Eichler, [teichler@rownewyork.org](mailto:teichler@rownewyork.org).

*Row New York is an equal opportunity employer.*