



JOB TITLE: Community Program Coordinator

JOB TYPE: Full-Time, Salaried

SUPERVISOR: Director of Community Rowing

DIRECT REPORTS: None

GENERAL DESCRIPTION:

Row New York (www.rownewyork.org) is a unique non-profit organization which transforms the lives of New Yorkers, regardless of ability or background, through the discipline of rowing combined with comprehensive academic support. Our student-athlete population reflects enormous ethnic and racial diversity, as well as the mutually beneficial integration of teens from varying socioeconomic backgrounds. Our free and low-cost programs serve over 2,000 young people annually, empowering them to build strength, gain confidence, and pursue excellence through intensive rowing and academic programming. We also offer para-rowing for youth and adults with disabilities, summer camps, fitness classes, adult rowing instruction from introductory to competitive levels, and corporate team-building workshops.

Currently, we row out of three boathouses: the Peter Jay Sharp Boathouse on the Harlem River in upper Manhattan, the World's Fair Boathouse on Meadow Lake in Flushing Meadows Corona Park, Queens, and Paerdegat Basin in the Canarsie section of Brooklyn. Our main office is located in Midtown Manhattan.

Please note: This position will be based off-site, either at schools/organization with whom we partner or at one of our three boathouses.

POSITION SUMMARY:

The Community Program Coordinator's (CPC) primary focus will be to engage with the broader NYC community through land and water based opportunities and the facilitation of promotional/exposure events throughout the 5 boroughs. The CPC will be based off-site and will travel to schools, boathouses, events, and organizations throughout the 5 boroughs to provide rowing opportunities and represent RNY to the greater community. An excellent candidate is committed to introducing the sport of rowing to the broader community.

MAIN RESPONSIBILITIES:

- Assist the Director of Community Rowing in the outreach aspect of Community Rowing programming of Row New York
- Design and lead programming for our indoor rowing program (veterans, youth, people with disabilities), youth justice program, and other land-based community rowing outreach initiatives.

- Attend community-related events to represent the organization and foster relationships with new and existing community partners to expand and enhance rowing opportunities.
- Model positive character and leadership with all RNY participants in youth, community, and academic programs
- Coach programs in a safe, inclusive, and fun environment.
- Collaborate with Special Events and Development Coordinator with outreach events (e.g., City of Water Day, National Learn to Row Day)
- Collaborate with Adult Program Coordinator and Adaptive Program Coordinator to manage rosters and organizational data in Google Docs, Salesforce, and RegattaCentral

QUALIFICATIONS:

- Commitment to the mission of Row New York
- Strong communicator, organized, rowing background
- Sensitivity working with individuals with disabilities and people from different racial, socioeconomic, and cultural backgrounds
- Bachelor's degree
- Strong references
- Driver's license

COMPENSATION AND BENEFITS:

Row New York is committed to creating a culture that is supportive of learning, growth, and staff development. Our investment in staff includes:

- Competitive salary commensurate with experience
- 401(k) plan
- Health, dental, and life insurance
- Generous paid time off and holidays

TO APPLY:

Submit cover letter, resume, and references to daquino@rownewyork.org with "Community Program Coordinator" in subject line. Only applicants asked to interview will be contacted. No phone calls please.

Row New York is an equal opportunity employer.

