

Job Title: Manager of Para and Military Programs



Summary:

The Manager of Para and Military Programs is responsible for CRI's para and military programs and teams and reports to the Director of Programs. The Manager is responsible for the safety of the athletes, and for creating an environment that fosters transformative change and self-development through a love of rowing and a growth mindset. The Manager embodies CRI's mission by exemplifying respect for all individuals, and also by fostering a strong sense of community both within their programs and with the larger CRI community. The athletes gain experiences that are the basis for human connection, as well as the tools to maintain lifetime physical and mental health.

Areas of Responsibility:

Management:

- Manage and hire the coaching staff for all para and military programs
- Communicate team goals and direction, setting clear expectations for programmatic success with other coaches on staff
- Oversee coaches by exercising an appropriate degree of management to ensure that standards are being met and goals are being accomplished.
- Advocate for the advancement of staff professionally through mentoring and support for professional development opportunities.
- Ensure compliance with all USRowing and CRI rules and regulations for all athletes and staff
- Ensure compliance with the rules of rowing on the Charles River and/or any other watersheets on which the team practices or races
- Ensure that accurate attendance, accountability, fitness benchmarks are kept each season
- Operate and manage the programs within appropriate budgetary guidelines

Recruiting

- Recruit a seasonally appropriate number of athletes to participate in programs
- Organize and oversee outreach and recruiting events
- Support relevant programming to maintain strong relationships across external para and military communities to recruit new members to programs and events

Equipment and Scheduling

- Manage equipment, care of equipment and fine-tuning rigging for crews
- Coordinate effectively with the other Head Coaches and Equipment Manager to ensure the most effective management of all CRI resources (boats, oars, ergs, weight room access, meeting spaces)
- Promote a culture of equipment care within the program

Development

- Actively participate in CRI's community and relationship-building activities
- Support CRI's fundraising initiatives as directed by development staff or Executive Director
- Create and maintain positive relationships with parents through consistent, professional communication that respects the needs of student-athletes and their families
- Collect and report accurate program and participant data to Development staff, and others as necessary
- Support development staff with regard to grant writing and appropriate support of development efforts directed toward para and military programs

Travel & Racing

- Coordinate with Equipment Manager to ensure that race calendar, equipment needs, and trailer logistics are communicated in a timely manner
- Organize athlete travel and transportation needs within budget internally and externally
- Communicate details of race and travel logistics to parents in a consistent and timely manner
- Collaborate closely with volunteers for all race logistics (e.g food, parent volunteer management, etc)

Other duties as assigned

Skills and Attributes

- Superior leadership, management, interpersonal, organizational and mentoring skills
- Excellent written and verbal communication skills
- Proven ability to work with others collaboratively and effectively, including sharing space and equipment with other CRI programs
- Creative self-starter who is energized by sharing our mission and message to our community in an approachable, positive and enthusiastic manner
- Ability to solve practical problems and deal with a variety of variables in a broad range of real time situations
- Understanding of the physiological and psychological needs of young/high school aged student-athletes
- Plan, organize and teach to an organized and well thought out training plan in a highly collaborative environment
- Teach sweep and sculling technique safely and effectively
- Ability to appropriately rig all the classes of sweep and sculling boats to this age group

Reports to: Director of Programs

Direct Reports: Para and Military coaching staff

Physical Requirements:

- Ability to step on uneven surfaces to safely move between all water vessels and docks
- Ability to lift a 30lb. gas tank for every outing and carry it to and from the boathouse
- Ability to project your voice with assistance from a power megaphone
- Ability to stand for extended periods in adverse weather conditions on water and on land
- Ability to work long hours, weekends and holidays as necessary

How to Apply: Qualified applicants should forward a cover letter and resume. Please email to careers@communityrowing.org

Additional Information About CRI

CRI is dedicated to the belief that the sport of rowing provides a powerful tool to promote personal and community growth. CRI delivers after-school programs to public school youth as well as providing and promoting health and fitness opportunities to community members of all physical and cognitive abilities and ages in the Greater Boston area. Community Rowing Inc. was founded by U.S. Olympic and National Team rowers with the goal of growing and diversifying the rowing community and securing public access for the sport on the Charles River. Today CRI is one of the largest and most active community rowing organization in the United States.

CRI provides equal employment opportunities to all applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. CRI complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. Additionally, Community Rowing Inc. expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status.