



## LR365 Assistant Job Description

**Primary Directive:** As LR365 you will primarily support the LR365 Director. You will be helping support the effort to create a love for the outdoors and running in the whole community and in the Somali community in particular. In collaboration with the rest of the Loppet team, you will build and promote a culture of year-round outdoor activity in the Minneapolis area, putting particular emphasis on the youth and families of Somali descent, and Loppet Foundation members.

### Essential Duties

- You will provide direct service support to LR365, primarily through coaching
- You will provide administrative support to LR365, primarily through communication with youth and families, registration, coordination and scheduling
- Alongside the LR365 Director, the Chief of Sport, and the Chief of Adventure you may work in conjunction with the Loppet's Development team to fulfill grant requirements
- You may help communicate and streamline relationships with individuals and organizations like the Minneapolis Park & Recreation Board, the Minneapolis Public Schools, North Minneapolis community groups, etc.

### Requirements

- Experience working with youth, outdoor activities, mentorship or similar areas
- Attention to detail and excellent communication skills.
- Experience working in and with the Somali community and a commitment to ensuring that everyone in our community can be part of outdoor adventure.
- Availability for weekend and evening work
- A general love for the outdoors. That could mean running, paddling, hiking, skiing, trail running, mountain biking, orienteering, snowshoeing, or a little of everything.

### Bonus Points

- Native Somali speaker
- Shared lived experience with the Somali community, particularly in the Cedar-Riverside area
- Experience as a running coach
- Experience with Google Suite, Salesforce, and Tempo Tickets

**Details**

Part-time, 0-10 coaching hours/week, 0-10 administrative hours/week

Pay: \$16-\$18/hour

A flexible work environment, discounts on events and classes, and being part of a team of people who work just as hard as you do.

Send cover letter, resume, and references to [BILE@loppet.org](mailto:BILE@loppet.org) and [bednarski@loppet.org](mailto:bednarski@loppet.org)