

## **Junior Loppet Head Coach Job Description**

The Head Coach of the Anwatin Junior Loppet team operates out of the Adventures wing of the Loppet Foundation organization.

Anwatin Middle School - is uniquely located on the south edge of the Theodore Wirth Park trail system. The school district is newly reorganized to have kids from Bryn Mawr Elementary, Bethune Elementary and Kenwood Elementary join the school, and channel into North High School. The program has been with the organization for 15+ years.

**Primary Directive.** The Head Coach is in charge of running high-quality after-school middle school programming for the Loppet Foundation. We teach Loppet values of excellence, adventure, stewardship, inclusiveness, and integrity through cross country skiing, mountain biking, trail running, orienteering, and paddling. The Head Coach strives to help each athlete reach their potential in development, and help each athlete achieve their goals. Development might include skills, competition, self-directed outdoor activity, as well as social and emotional and academic skills such as leadership, pursuit of goals, responsibility, teamwork, perseverance. The Head Coach is tasked with creating a culture where athletes are encouraged to pursue high goals, excel on a daily basis, embrace the adventure in year-round outdoor endurance activities, and have high expectations in terms of effort and participation.

The Head Coach is responsible for:

- Coaching Junior Loppet programming at their school
- Coordinating practices, trips, weekend events, races
- Working with the school administration and Beacons staff
- Hiring and overseeing assistant coaches and volunteers
  - Coordinating with the Bookkeeping Department to ensure that staff are paid in a timely manner and receive proper benefits.
  - Communicating and managing training mandates (first aid, Safesport, Concussion, background checks)
- Organizing coaches' education and development according to level - skills development, SEL, etc.
- Creating a culture of Loppet values: inclusiveness, excellence, adventure, stewardship and integrity
- Working with the Adventures Director on budget matters to achieve the Foundation's financial goals;
- Working closely with LNR, Run365 and LCW to maximize their resources and keep a consistent Loppet experience through the organization
- Communication with grant writers and development staff to make sure they have the information they need to provide to funders
- Recruitment of athletes within the schools
- Creating an expectation of preparedness, teamwork and respectfulness within the team.
- Working with other Junior Loppet head coaches to schedule all-team practices and events.
- Working with TRAIL KIDS staff and registration manager on Loppet race events and

- registration.
- Coordinating with all other elements of the Foundation, including Events, Adventures, Development and Stewardship to create one unified organization

The Head Coach of a Junior Loppet program reports to the Adventures Director.

Training requirements (organization will work with you to acquire these)

- Background check
- Safesport (renewed every 2 years)
- Heads Up concussion training (renewed every 2 years)
- First Aid training (annually)
- CPR training (every 3 years)
- NICA Level 100 training
- USSA Level 100 training

Please note that coaching skills in sports are helpful but not mandatory (as long as you have a willingness to learn!), and that interpersonal skills with the kids and organization/communication skills are perhaps more important.

Hours generally 10-20/week between coordination & coaching.

\$20/hour

Position open until filled. Starting date is flexible, but ideally beginning in an assistant coach position this Spring and Summer, moving into the Head Coach position in the Fall.

Please email Coach Allie at [rykken@loppet.org](mailto:rykken@loppet.org) if interested or have questions.