



Junior Head Coach Job Description Indianapolis Rowing Center June 2023

Position Summary:

The Head Junior Coach will provide leadership and direction to the development of the Junior and Middle Rowing Programs at the Indianapolis Rowing Center (IRC), providing high quality coaching and ensuring the success of recreational and competitive crews. In a safe, fun, and friendly atmosphere.

Responsibilities:

- Develop and execute comprehensive training programs for the Junior Rowing Program for all seasons (spring, summer, fall and winter). Work with Middle School Head coach on the development of a comprehensive training program for Middle School Program. Ensure that all youth training programs are developmentally appropriate for the athlete's age and ability.
- Work with Director of Rowing to recruit assistant coaches for the Junior and Middle School programs.
- Ensure that goals and objectives are set for Junior and Middle School athletes in rowing development, recruitment, and performance following the USRowing Youth Development Model.
- Develop and respond to queries from athletes and their parents.
- Chair regular meetings of Junior and middle school program coaches.
- Ensure coaches are properly trained and adhere to Club policies, rules, procedures, and Safe Sports policies.
- Ensure Juniors and Middle school participants follow Club Rules and Safety Policies.
- Work with other IRC Coaches to ensure equitable allocation of club equipment to Junior and Middle school crews is transparent and fair.
- Monitor equipment to minimize damage/ wear and tear and work with the Boathouse Manager on equipment repairs.
- Lead the Junior programs' participation in regattas.
- Ensure rigorous standards for selection and training of competitive crews.
- Ensure Juniors complete required documentation prior to regatta attendance, pay for entries and trailering fees.
- Ensure all Junior athletes are Club members and are registered with USRowing.
- Manage trailer loading, unloading, and driving the trailer to and from regattas when needed.



- Attend all regattas where Juniors school athletes are entered. Determine which coaches need to also attend regattas Work with Middle School Head coach to ensure the necessary coaches attend regattas where middle school athletes are entered. .
- Provide the booster parent committee with the information necessary for their planning of regatta food & travel logistics, and the end of year banquet .
- Recruit additional parental chaperones as per the club's chaperone policy.
- Provide the Executive Director with bi-monthly and end of the year report of the Junior and middle school program's progress.
- Attend regular meetings with IRC Staff, in particular Executive Director.
- Complete administrative work in support of the Club Mission including fielding inquiries on rowing programs via phone or email.
- Assist with regatta expense collection and reporting.

Hours of Work: March to early November (6 days /week): • Weekday afternoons and Saturday hours required • Weekend travel required when the team travels to regattas • Additional training sessions dependent on athlete schedules & performance • Work hours: To Be Determined accordingly to the training schedule.

Qualifications

The successful candidate will possess the following qualifications and competencies:

- Completed level 2 coaching certification.
- 5+ years of coaching experience.
- CPR/First Aid/AED Certification/ Safe Sport certifications are current.
- Demonstrated comprehensive knowledge of rowing and the USRowing Development Model.
- Positive leadership skills and ability to take control of situations.
- Proven track record of mentoring, delegating, and developing coaches.
- Great self-motivation.
- Experience with marketing programs using social media.
- Ability to assess situations and make evidence-based decisions.
- Excellent administration skills with attention to detail.
- Superior communication and computer skills (MS Office and Google Suite).
- Patience and listening skills.
- Completed Background check.

Working Conditions and Physical Requirements.

Working conditions are primarily outdoors including in sun, wind, and rain. This position requires heavy lifting of equipment (motors, boats, oars, etc) and the physical ability to assist rowers in emergencies on the water. Swimming ability is required. This position has a significant physical component, as physical work is required for program set-up and delivery and facility and equipment upkeep.

How to Apply

For more information or to submit an application, please contact exec@indyrowing.org

Applicants are asked to submit a cover letter and resume that identifies relevant rowing, coaching, camp, or work experience and includes copies of applicable certifications.