

Methow Valley Nordic Ski Educational Foundation

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Position: Ski Cubs Director

The Methow Valley Ski Educational Foundation (MVNSEF) started as a small ski team in the late 1980s and was formally established in 1998 as a 501(c)(3). We have grown to include many programs, initiatives, and events. We serve over 300 youth, adults, and para-athletes through our cross-country skiing and biathlon.

Ski Cubs is our after-school ski education program for kids kindergarten through 2nd grade. The program runs two days per week (Tuesdays and Thursdays) in coordination with Methow Valley Elementary Cub clubs. The program lasts for six weeks starting in January.

Programs: Ski Cubs (Kindergarten – Second Grade)

Commitment: part-time, seasonal (bulk of the work January-early February), approximately 85 hours in total

FLSA Status: Non-exempt

Compensation: ~\$2500 for the season

Reports to: MVNSEF Executive Director, MVNT Program Director

Primary Location: Methow Valley Elementary, Winthrop, WA

Mission of the Organization: Methow Valley Nordic Ski Educational Foundation enriches our community by helping people learn, connect and grow through cross-country skiing and biathlon.

Summary of Position: The Ski Cubs Director will be responsible for basic skills coaching, assistance with registration, communicating with coaching staff and after-school Cubs program staff, as well as managing the gear and supplies for the program.

Job Duties & Responsibilities:

- Planning and implementation of the Ski Cubs after-school ski program alongside the Executive Director and Program Director.
- Coordinate with the MV Elementary After School Cubs Program Coordinator for online registration, advertising, and after-school use of rooms and other facilities.
- Communicate via email or in person with parents/families of skiers to ensure clear understanding of program details and follow-up after classes.
- Assist with recruitment of coaching staff and volunteers in proportion to enrollment, ensure all volunteer and coaching staff complete USSS volunteer license, associated background check, and SafeSport training.
- Coordinate storage of skis/ boots/poles or other gear at Methow Valley Elementary.
- Educate parents/families of skiers about MVN Team opportunities and next steps for Ski Cubs graduates.

Email a cover letter and resume to justine@mvnsef.org.

***The position is open until filled.**