



Plain Valley Nordic Team

Youth Ski Education — The Mission Behind Plain Valley Ski Trails

PO Box 1061 | Leavenworth, WA 98826 | 509-860-5420 | Christie@SkiPlain.com | www.SkiPlain.com

PVNT Program Director & Head Coach

In support of the Plain Valley Ski Trails Mission, the Program Director and Head Coach's role is to oversee all aspects of the Plain Valley Nordic Team.

PVST Mission:

Create and sustain a high-quality ski trail system that serves the community and funds barrier-free ski educational programs that motivate individual and team achievement. PVST is a registered 501(c)3 nonprofit public charity.

Requirements:

- Experience coaching competitive skiing
- Proficiency skiing at an advanced level and maintaining general fitness.
- USSS coaching license and associated training.
- Strong commitment to instructing and ensuring the well-being of youth.
- Prior experience managing staff or volunteers, budgets and programs.
- This position requires adaptability, flexibility and a willingness to help where needed.
- This position requires an understanding that vacation time can not be scheduled during the start-ups of programs or during events, races or camps.

Oversee all aspects of the Plain Valley Nordic Team, including:

- Planning and implementing the team's training program.
- Maintain clear, professional, and timely communication with athletes, coaches, volunteer coaches, parents and staff.
- Hiring all lead coaches across all layers, in collaboration with the executive director.
- Supervision and support of volunteer coaches for all layers in collaboration with the lead coaches for each layer.



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- Preparing training schedules that foster athlete development.
- Provide coaching to more advanced skiers and other layers as needed.
- Provide coaching and on-site supervision to PVNT skiers during camps and races.
- Staying up to date and incorporating all USSS standards and regulations.
- Planning of PVST hosted youth races in coordination with ED.
- Managing equipment for the ski education program.
- Oversee the care and maintenance of team vans, coordinating with PVST's mechanic to address needed repairs or other concerns.
- Partnering with clubs within the PNW to fortify the division.
- Represent PVNT within the NCC (Nordic Competition Committee).
- Collaborate with Trails Manager & ED to further trail development.

Reporting Structure:

This position reports to and works under the directives of the PVST Executive Director and the goals set by the PVST Board of Directors.

Compensation:

- \$50-60 annually DOE
- \$4,000 annual Health Reimbursement Account (HRA).
- \$50/month cell phone reimbursement.
- Free program registrations and 50% camp / race registrations for dependents.
- 14 days vacation, plus the following holidays:
 - Thanksgiving, Christmas, New Years, Martin Luther King, Presidents Day, Easter, Memorial Day and Labor Day.
 - Any holiday worked because of ski team events will accrue a comp day that can be taken anytime during the year.
- .025/hour for sick leave accrued annually.

Duration:

This is a year-round, full-time position