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## **Part-time Regional Manager**

### **Organization Overview**

Research shows that youth sports participation leads to improvements in physical health, educational achievement and emotional well-being. Young people in underserved communities participate in sports at half the rate of their peers living in more-resourced communities. Many opportunities to play quality, organized sports with a trained coach simply do not exist in many under-resourced communities.

Coaching Corps is dedicated to increasing these opportunities for all kids, regardless of circumstance. We do this by providing afterschool programs with a workforce of volunteer coaches trained in using sports to provide kids with the building blocks for healthy development. Our coach training and support equips coaches with the knowledge and skills they need to coach young people who live underserved communities and face a unique set of challenges.

Coaching Corps currently operates across the country and has an ambitious goal to coach 100,000 kids annually.

### **Position Overview**

Reporting to the Director of Regional Operations, the Regional Manager is responsible for the growth, engagement, and management of team captains and afterschool programs in their designated region, the Boston area. Through building community-based relationships, the Regional Manager will ensure the implementation of national strategies that enable the following (but not limited to): the attainment of coach and partner goals, coach retention, expedient on-boarding of coaches, capacity-building of partner organizations, and optimization of coach recruitment models. This person will work closely with both volunteers (team captains) and partner organizations to provide kids living in underserved communities with coaches who are committed to developing their social, emotional, and physical health.

### **Key Responsibilities**

- Develop and manage relationships in the community (with college campuses, corporations, civic organizations, etc.) as potential coach sources
- Provide volunteer leaders (team captains) support to develop and implement viable coach recruitment and retention strategies:
  - Recruit volunteers, primarily from college campuses, to coach kids living in underserved communities with an emphasis on youth development
  - Develop sustainable leadership recruitment strategies to identify and cultivate team captains at target campuses and in the community
  - Conduct weekly check-ins with team captains to strategize, create plans, and deliver on a variety of coach recruitment and engagement goals
  - Train, model, and mentor team captains in the execution of coach recruitment (tabling events, group presentations, etc.) and coach support
  - Monitor peer learning communities
  - Track, manage, and report on both quantitative and qualitative achievements

- Develop and manage relationships with new and existing community organization partners to:
  - Engage afterschool sports programs in the local communities, establish partnerships, identify coaching opportunities, and assess sites as potential placements
  - Conduct regional supervisor orientations to build their capacity to support coaches
  - Support and manage partners as they integrate volunteer coaches into their sports programs
  - Facilitate the incorporation of our coach training into their staff and volunteer coach development program
  - Conduct site visits to assess program quality
- Use Salesforce to document all contacts, manage relationships, and update coach information
- Work closely with the Development and Marketing/Communications departments to collect coach stories and organize funder site visits, when needed
- Collaborate with both technology/organizational impact and program staff on the implementation of data collection practices and best practice sharing

*The organization is based in Oakland and the direct supervisor is based in LA. This requires someone who is a self-starter and has access to a vehicle or public transportation for travel throughout the Boston area. This is a part-time position, roughly 20 hours per week.*

**Qualifications:**

- Bachelor's degree from a four-year college or equivalent professional experience
- Familiarity with Boston area
- At least 3 years of experience in program management and community or campus organizing
- Experience working directly with volunteers is required
- Demonstrated understanding of the needs of college students and afterschool programs
- Experience building relationships with outside organizations, community programs and/or schools
- Commitment to high quality programming through ongoing learning and evaluation
- Commitment to promoting positive youth development in underserved communities
- Excellent interpersonal, written and oral communication skills with a variety of stakeholders
- Proactive, self-motivated problem-solver
- Ability to work at evening and weekend events, when required
- Highly organized, able to multi-task and meet deadlines
- Previous sports, coaching or youth experience is required

**How to Apply:**

Please send a resume and cover letter to Monica Santos Quintana, Director of Programs. Direct your email to [monicas@coachingcorps.org](mailto:monicas@coachingcorps.org) with Part-Time Regional Manager - Boston in the subject heading.

Coaching Corps is proud of its family-friendly, healthy, and engaging work environment. Coaching Corps offers highly competitive salaries and benefits.

Coaching Corps is an equal opportunity employer that values the diversity of its staff, partners and constituents. Minority candidates are strongly encouraged to apply.