



Interim – High Performance Program Coach (CONTRACTOR)

REPORTS TO

Chief of Sport Performance and Operations

SUMMARY

The Interim High Performance Program coach will work under the direction of USAA staff to provide oversight to the **Resident Athlete Program, Short-Term Training Program** and other High Performance Program Camps at the **Chula Vista Elite Athlete Training Center** in Chula Vista, CA. Duties include, but are not limited to performing coaching duties, implementing daily and weekly training plans, tracking athlete performance and results and coordinating with USOPC Sport Performance services as to supplement athlete training regimens.

GENERAL DUTIES

- Provides coaching to men and women in the Resident Programs, Short-Term training Program and other High Performance Program camps.
- Maintains the highest level of technical proficiency in archery and other generally accepted non-specific coaching and sports science skills and adheres to the USA Archery **High Performance Ethos**.
- Assists in the development and/or implementation of daily and weekly training schedules and documents athlete scores and other achievements to include providing oversight to the technology grant initiatives in coordination with USAA staff.
- Participates in athlete goal setting and review meetings and other USAA and/or USOPC sport performance meetings for the Resident Athlete Program roster and other international teams planning.
- Works collaboratively with USAA staff to maximize High Performance Program recruitment and attendance to meet established program budgets and strategic plan goals.
- Assists in the maintenance of high performance program equipment inventory, orders equipment and supplies and assists with moving field equipment as needed.
- Supports use of high speed camera and other equipment.
- Provides oversight to USAA Coach Observer Programs participants, as applicable.
- In collaboration with athletes and USAA staff ensures all USAA offices and common areas used by USAA are maintained and orderly.
- Adheres to United States Anti-Doping Agency (USADA) and World Anti-Doping Agency (WADA) guidelines.
- Fully adheres to and ensures compliance with USAA policies and procedures to include Minor Athlete Safety Plans, SafeSport Code, Minor Athlete Abuse and Prevention Policy and Background Screening Policy.

OTHER DUTIES

- Fields general email, mail and phone call inquiries
- Maintains program records and historical data.
- Completes expense reports in a timely manner.
- Attends required USAA staff meetings.
- Adheres to CVEACT and Easton Foundations policies and procedures for facility use/access.
- Other duties as assigned.

TOOLS/EQUIPMENT

- Standard Office Equipment
- Ability to push, pull or lift 50lbs.

CONDITIONS

- Office environment in Chula Vista, CA (Remote Work Location Not Offered)
- Work schedule includes evenings and weekends.
- This is estimated to be a 3 month contractual position through July 31, 2024. Monthly pay will be pro-rated based on actual dates worked if less than 3 months.

BENEFITS

- Room and Board at the Chula Vista Elite Athlete Training Center provided.

COMPENSATION

\$4,000 per month. This position is a limited time contractual position

MINIMUM QUALIFICATIONS

- USA Archery level 4 Coach or higher, or other international coaching experience
- Bachelor's Degree and 2+ years' high performance management or professional coaching experience preferred.
- Excellent written and communication skills.
- Strong interpersonal skills
- Strong organizational and problem-solving skills; able to manage priorities and workflow with acute attention to detail.
- Commitment to excellence and high standards
- Versatility, flexibility, and a willingness to work within constantly changing priorities

APPLICATION PROCESS

Send Cover Letter and Resume to:

Rod Menzer, CEO

Email: rmenzer@usarchery.org

Deadline for Application

Deadline: May 3, 2024

The position will remain open until filled.

We do not discriminate based of race, religion, national origin, gender, sexual orientation, age, disability or veteran status. All qualified applicants will be given equal opportunity. Selection decisions are based on job-related factors.

