



North Country Skating Club

Learn To Skate Coordinator Requirements and Job Description

The North Country Skating Club is seeking a coordinator for our learn to skate program. Qualified candidates will report to the NCSC Board and our Co-Head Coaches. The LTS Coordinator will lead efforts to ease the paperwork burden on our head coaches.

Key Responsibilities:

- Maintain and update group rosters, attendance sheets, skill sheets, and testing sheets/certificates
- Assist in with junior coaching including facilitating team-building activities
- Support head coaches and junior coaches during Holiday and Spring show planning
- Ensure compliance with safety protocols, including injury and behavior reporting

Qualifications:

- Skating Skills
 - Passed pre-freeskate or equivalent
- Certifications
 - Maintain current LTS or USFS certification and safesport compliance
- Experience
 - Previous coaching experience required
 - Program coordination experience (preferred)
- Skills
 - Strong leadership, organization, and communication are essential

Compensation:

- Our LTS Coordinator will make \$5 per ice they are present for

How to apply:

Interested candidates should submit their resume, a cover letter highlighting relevant experience as well as proof of certification and safesport compliance to the club's email, northcountryskatingclub@gmail.com.