



To all potential MSEF Head Coach applicants, Missoula and Snowbowl are not a typical ski town and ski area. We are a fairly diverse small Western Montana city with a great locally run ski hill.

To apply for this coaching opportunity, please include in your cover letter what attracts you to Missoula and MSEF specifically. Also enclose your resume, and 3 references by April 30th, 2018.

You may submit your information via email to either of the MSEF people listed below or by U.S. mail to: Missoula Ski Education Foundation MSEF, PO Box 7046, Missoula, MT 59807.

Keri Allmacher
kerifoerster@gmail.com
406.370.5596

Julie Fogarty
julesmiller32@hotmail.com
406.544.2746

Andy Erickson
erickson@blackfoot.net
406.544.5383

Exhibit A
Missoula Ski Education Foundation Head Coach Job Description

This is a 6-8-month position. Length of season negotiable, salary dependent on experience.

The Head Coach (HC) acts as the intermediary between the Missoula Ski Education Foundation (MSEF) board of directors, coaches, athletes, parents, and volunteers to develop and maintain the teaching or coaching aspect of MSEF. The HC role is at the forefront of the MSEF, and the HC must act as the spokesperson for MSEF to the Northern Division, Western Region, and USSA. The primary focus of this job is to create a teaching program that meets the needs of all MSEF programs, consistent with the MSEF's mission statement:

MSEF is a non-profit organization dedicated to the promotion of skiing by providing quality alpine ski race training and competitive opportunities for young Western Montana skiers. MSEF strives to create, in order of importance

- 1. Good People**
- 2. A lifelong love for skiing**
- 3. Good/Technical skiers.**

Furthermore, the HC must possess the proper clerical and computer skills needed to keep a high level of organization, communication, and professionalism for MSEF. The candidate for this position must accompany a progressive attitude with the best interest of the future of MSEF in mind. This is to include providing the appropriate materials and resources needed to keep the MSEF coaching staff up-to-date with the most modern ski training equipment and ideas. And simultaneously, encourage the coaches to engage in innovative ways to teach the fundamentals of ski racing. This means to think out-of-the-box and not to be limited to the USSA Alpine Fundamentals Progression.

Specific Responsibilities of the Head Coach

Communication and relationship building

Communicate effectively with the Coaches, Program Director & the MSEF President.
Direct and oversee the coaches of the YSL, MST, Freeride team, and the Griz Program
Communicate effectively with athletes and parents regarding USSA registration, event specific gear requirements and make the schedule
Build relationships with athletes, parents and coaches at all levels.
Attend Board Meetings.

Coaching & Program Support

Have knowledge of MSEF 2018/2019 Operating Budget.
Manage activities within 2018/2019 Operating Budget.

Establish and confirm coaching staff and organization for 2018/2019 season.
Establish preseason meetings and provide coaching staff with educational material and access to videos, articles and blogs to keep them learning and up to date.
Ensure staff meet certification requirements - provide clinics and training where needed.
Ensure all coaches have their level 100 (first aid and CPR), complete SafeSport training, and attend coaches clinic.
Establish and confirm staff race duties.
Head coach must put the race on and ensure the race is run successfully.
Coaches Code of Conduct - alcohol/substance and sexual harassment policies.
Assist board in creating a Parent Code of Conduct.
Assist Program Manager with registration of athletes.
Create detailed coaching/training plan and goals for coaches and athletes. Ensure athletes have an opportunity to attend a FIS sanctioned competition.
Develop/create/revise athlete code of conduct.
Attend Northern Division meetings w/ Board Member. Facilitate Northern Division scheduling
Schedule and run seasonal dryland training and camp.
Schedule and Organize Thanksgiving camp and other pre-season training opportunities. I.e.; other area ski venues like Salt Lake City, Discovery Mountain, Look Out Pass, and Lost Trail Mountain.
Organize Christmas Camp - Training most days except December 25th.
Provide GST, YSL, and MST coaching clinic. Provide team building opportunities for all coaching staff, including the coaches party.
Provide afternoon and/or night training sessions.
Seek training opportunities at other regional areas. Specifically, speed training and GS training opportunities at Big Sky Ski area, Discovery Ski Mountain, and or Blacktail Mountain.
Provide regular training schedule weekly.
Goal Setting and tuning clinics as required for athletes and parents.
Update and edit MSEF website.
Provide club with avalanche training and education.
Manage and help further develop Freeride coach and team.
Ensure coaching staff, and overall wellbeing of Freeride team. This includes trampoline sessions, dryland training, summer camps, competitions, avalanche training, etc.
Ensure that the Freeride coach has IFSA certification.
While fundraising is primarily the responsibility of the Board of Directors, the HC will support such efforts with communication, presence at events, and assisting in dispersing raffle tickets and gathering money.

Play 4 SQUARE gentleman's rules

Montana Snowbowl

Foster excellent working relations with Snowbowl.
Provide Snowbowl with general season schedule.
Secure training space, specific dates, and race dates.

Equipment Management

Provide MSEF gear/equipment inventory list at beginning and end of season.
Equipment - Start bag, tuning gear, gates, and safety items.
Maintain functional radio and video equipment.
Organize and maintain race shack and yurt at Snowbowl.
Oversee storage and proper maintenance of team equipment.
Assure proper tuning gear and supplies.

Race Organization

Make sure teams leave for races with all necessities.
Tuning kit, start bag, radios, video cameras and necessary charging devices, registration packets, and checks.
Work with MSEF program manager to prepare for travel.

End of Season

Oversee final evaluation with each athlete and parent.
Provide continuity and follow through with goal setting.
Request a coach evaluation from athlete and parent.
Provide an end of season self-evaluation, noting changes for next season.
Prepare a recommended off-season schedule: Provide summer camp options and training.
Hold awards banquet and work with coaches to choose recipients.