



GCRA Program Director Job Description

November 23, 2009

- Approximately 5 hours/week
- Guide people to appropriate program or group
- Be the central information source at GCRA
- Coordinate fees for GCRA programs
- Oversee/coordinate coaches
 - Coordinate resource utilization (conflicts) between programs/groups
 - Provides feedback from programs/groups to Program Committee
 - Takes an active role in making sure GCRA and city safety and other rules are adhered to
 - Does not hire coaches, but will be involved in the interview process
- Has good verbal and written communication skills
- Ability to work within the framework setup by GCRA and dictated by the city
- Previous coaching experience is a plus
- Exhibit leadership skills
- Has a flexible work schedule
- Is not required to travel to regattas
- In support of the Program Director
 - The Equipment Committee is responsible for boat rigging/repair
 - The Program Committee and Officers hire coaches
 - Coaches set workouts
 - The Vice President is responsible for regattas