



U S S P E E D S K A T I N G

## Job Profile

<b>Job Title:</b>	USS Short Track National Training Program Assistant Coach
<b>Date:</b>	May 10, 2024
<b>Area:</b>	HP Programs
<b>Department/Unit:</b>	Short Track Speedskating
<b>Job Family:</b>	Coaching and Team Support

### **Nature of the Work:**

The US Speedskating (USS) Short Track Assistant Coach position is a full-time job that reports to the USS High Performance Director (HPD) or designee, and follows day to day direction from the Short Track Head Coach. Hours vary from 8-10 hours a day with heavier commitment necessary during the peak skating season. Extensive travel during the year may be required. Occasional evenings and weekends should be expected as much of the sporting environment occurs during non-office hours.

US Speedskating is the National Governing Body for the sports of Long and Short Track Speed Skating in the United States. The mission of US Speedskating's Short Track Program is to support Short Track athletes in achieving consistent world-class competitive skating excellence, to embody world class ideals, and to serve as a model for developing programs and skaters.

This position works primarily in the environment of the USS National Training Center, currently located at the Utah Olympic Oval in Kearns, Utah. The position supports athletes for the National Short Track Speed Skating Training Program (NTP) and interacts closely with other USS staff and departments in meeting the goals of the organization.

### **Qualifications/Expertise Required of the Position:**

- A high level of coaching skills and technical knowledge of Short Track Speedskating.
- Extensive equipment knowledge of Short Track.
- Excellent organization and communication skills.
- Accountable for working within, respecting, and enforcing team rules and culture while implementing respecting and ensuring USS policies and procedures.
- Ability to work under pressure and to do many tasks effectively.
- Strong working relationships with USS HPD, ST Program Director (STPD), ST Head Coach, UOO Director of Sport, and other coaches.
- Strong understanding of ISU and USS rules, regulations, and requirements.
- Ability to work within ethical and budgetary guidelines.

The position will ensure that the highest level of supporting expertise is provided to the USS Short Track program, and teams and groups as assigned. Additionally, the position is subject to a required USS background check and is required to complete the Safe Sport required training and any subsequent training and/or requirements to keep them in good standing within USS.

This position is required to work as part of a team of coaches and administrators, ensuring excellence in program support and the optimal athlete experience. Experience as an athlete at the National Team level is an asset as is knowledge of various sport organizations, structures, and operations; i.e., USOPC, Utah Athletic Foundation, Utah Olympic Oval, Pettit National Ice Center and the International Skating Union. Secondary school training is an asset.

**Accountabilities:**

- Participation as a key member of a Performance Enhancement Team reviewing essential physiological measures, support services and individual progress of NTP athletes.
- Assist the Head Coach in collaboration with the High Performance Team, preparing ST athletes for international success and implementing programs.
- Participate in research and technological initiatives (R&D) that provide US athletes a competitive advantage.
- Support USS domestic events and competitions with general and specific expertise when requested.
- Carry out duties at the direction of the USS HPD, STPD and the Short Track National Training Program Head Coach assisting with on ice practices including track maintenance and video support.
- From time-to-time act as Team Leader at elite International Events (World Cups and World Championships) when no Team Leader is identified.
  - Manage team processing, accreditation, logistics
  - Close collaboration with HP Manager on travel
  - Attend and support USS ST at team leader meetings
  - Oversee ground transportation needs
  - Manage lodging, meals, and logistics at events
  - Provide team travel schedules, itineraries, practice sessions and meetings
- Equipment
  - Monitor and optimize ST Specific equipment and educate skaters on equipment set up and maintenance.
  - Utilize USS database for tracking and storage of historical individual skater blade records.
  - Develop a protocol around blade preparation to educate and assist in developing skaters to have more skills to address their own skate equipment needs.
  - Develop ST specific templates to optimize skating performance.
  - Ensure US athletes have access to their equipment needs and communicate with different vendors regarding possible team sponsorship opportunities when/where possible.
- Support other Short Track training groups (includes venue partners) during coach absences.
- Travel for team support for domestic and other international events as identified by the STPD.
- Maintain professional working relationships and communication with the HPD, STPD, program staff and oval partner coaches.
- Make recommendations regarding various program efficiencies and execution when/where possible.
- Design and contribute materials and is instrumental in the creation of the USS High Performance Plan.

- Demonstrate strong ethical leadership qualities and work to instill virtues of fair play and sportsmanship in staff and athletes.
- Respect all US Speedskating, sister federation, ISU and USOPC rules and requirements both professionally and as an ambassador of the sport.
- Implement policy and procedures effectively to assist leadership in the Short Track Programs area.
- Responsible for any reasonable additional duties and tasks assigned by the supervisor.
- Ensure US athletes achieve the highest possible level of success through medal winning performances at International Events, specifically the Short Track World Championships and Olympic Games.

### **Budget and Financial Responsibilities**

- Demonstrate responsibility for budget and applicable rules/restrictions of their respective program area.
- Help plan item specific budgets for the needs of the program with the STPD (or designee).
- Demonstrate and respect USS budgetary policies and procedures.
- Produce timely and accurate item specific expense, budget, and status reports as required.
- Work within budgetary guidelines, is proactive, and work collaboratively in being a part of USS and achieving the greater goals of the organization.

### **Expectations:**

- Maintain professional & positive working relationships and communication with athletes, USS staff and oval partner coaches.
- Maintain good daily communication with athletes and supervisors
- Carry out duties as outlined
- Ultimate team player
- Ensure US athletes achieve the highest possible level of success
- Work with the ST High Performance Team in building a sustainable HP model utilizing venues/partners programs to create a successful athlete pipeline
- Help whenever and wherever needed

Qualified candidates should send a resume and cover letter describing how your accomplishments qualify you for this position. Preference may be given to candidates with equipment experience. **Send via email no later than May 24, 2024, to Shane Domer at: [sdomer@usspeedskating.org](mailto:sdomer@usspeedskating.org)**