



## Girls on the Run® of Charlotte Head Coach Job Description

Serving as a Head Coach is the most rewarding way to get involved with Girls on the Run (GOTR) and learn more about our program. You get to experience the program first hand, feel a sense of accomplishment that you have made a difference in the lives of the girls and have a ton of fun with your team of coaches and incredible girls!

---

### **Job Summary:**

The Head Coach is a volunteer position that works with a team of coaches to facilitate the GOTR curriculum to program participants. This position works closely with the GOTR Charlotte Program Coordinator and entails approximately 5-6 hours per week with additional time required on two to three weekend days for: a one day six hour training; a community race event; and for First Aid/CPR training, if necessary.

**Core Duties/Responsibilities** include the following (other duties may be assigned):

- Understanding and believing in the mission of the organization and acting as a spokesperson for the program.
- Serving as a role model and mentor for the program participants.
- Preparing, organizing, and supervising the weekly lessons.
- Leading the program participants through each lesson.
- Interacting and communicating with parents of program participants; planning and coordinating the end of season celebration.
- Attending 3-4 coaches meetings with the GOTR Charlotte Staff during the season.
- Coordinating and help execute the community project with the program participants.
- Attending the end of season community 5K event with program participants and other volunteers.

### **Qualifications:**

- A strong desire to work in the field of girl development.
- Experience working with youth.
- Excellent communication and organizational skills
- The ability to be flexible and to improvise, when needed.
- To inspire and motivate others to believe in the Girls on the Run mission.
- The ability to recognize conflict and have the skills to help resolve it.
- The capacity to work in a partnership with a co-coach and/or assistant coaches.
- Attend a full day coach's training with the Program Director and/or Program Coordinator.
- First Aid/CPR certification.
- Complete and clear a background check verification.

### **Experience:**

The ideal candidate would have the following experiences:

- Willingly and are to work directly with girls ages 8-11 in a girl-positive environment.
- Strives to lead a healthy lifestyle.
- Has volunteered in direct service organizations.
- Has awareness of the common and different needs of girls.

### **How to Apply:**

The easiest way to apply is by filling out a Volunteer Information Sheet at [www.gotrcharlotte.org](http://www.gotrcharlotte.org). The Volunteer Information Sheet can also be mailed, faxed, dropped-off or emailed to the following:

Lisa Keller, Program Coordinator  
Girls on the Run of Charlotte  
120 Cottage Place, Charlotte, NC 28207  
Fax: 704.376.1039, Phone: 704.837.0088  
Email: [Lkeller@gotrcharlotte.org](mailto:Lkeller@gotrcharlotte.org)