



Course Manager

JOB DESCRIPTION

The Course Manager is responsible for setting up and managing safe and fun mountain bike courses for League events in accordance with NICA risk management guidelines. The Course Manager creates course routes for competitive and non-competitive events, and establishes course marshal points and course marking locations. The Course Manager also creates an EMS plan and is responsible for coordinating course emergency response with the on-site EMS. This position trains course volunteers and coordinates with them during the event.

RESPONSIBILITIES

- Create courses to NICA risk management guidelines
- Mark and map course marshal points
- Develop EMS Plan
- Train course setting team and course marshalls
- Lead course setting team on course set-up day
- Manage course marshalls during event weekend
- Work with EMS to coordinate emergency response
- Oversee course setup and take down

DESIRED QUALITIES

- Able to ride and set up course quickly and efficiently
- Experience training and managing volunteers
- Experience with emergency response procedures and coordinating with EMS
- Experience identifying risk for riders of all abilities
- People-person - positive, energetic, welcoming
- Strong team player who works well with a wide variety of people

COMMITMENT

- In-Season (July - November): 35-40 hours per event to finalize course, create EMS plan, identify volunteer and supply needs and oversee all course-related activities from setup to take down at 3-4 events (Friday through Sunday) starting in September and ending in November.
- Off-Season/Pre-Season (November - June): Up to 5 hours per week to participate in venue surveys, course design and other course related event planning activities.

COMPENSATION

- Monthly stipend is offered for full commitment as detailed above
- Food, lodging and travel are subject to reimbursement, depending on funding availability.

Send cover letter and resume to: director@delawaremtb.org. Please indicate the position you are applying for.