



Coach Education: GRiT and Community Outreach Manager

The GRiT and Community Outreach manager is charged with overseeing existing programs and initiatives (GRiT: Girls Riding Together, Pathfinders) and developing a grassroots initiative to increase accessibility and participation for youth currently underrepresented in the sport of cycling in the US. The position will provide oversight, development, implementation and ongoing execution of programming at the coach and team level. They will ensure all programs, events, and training under their management meet applicable risk management, safety, competency and quality guidelines and incorporate the NICA mission and core values. As a part of the coach education team, the GRiT and Community Outreach manager will also provide direct training (in person and online) in fundamental mountain bike skills, Adventure and Teen Trail Corps programming, as well direct support to leagues in coach and team development with an accessibility lens.

This is a remote position, with the exception of 4 - 6 long weekends of travel a year (Friday - Monday) to provide support and training. The program manager reports to the Director of Coaching & Education and is a full time exempt (salaried) position. This position has a salary range of \$63,000-\$65,000/yr DOE, with no direct reports.

Key responsibilities

Community Outreach

- Design and develop programming to further NICA's overall initiative to increase accessibility and participation for youth currently underrepresented in youth cycling
- Facilitate training focused on enhancing NICA's initiatives to ensure greater accessibility and increased participation among underrepresented communities
- Collaborate with and learn from leaders of successfully inclusive youth development and sports organizations
- Write and manage community outreach initiatives content for coaches' news, league updates and other NICA media
- Manage the Pathfinder scholarships
- Collaborate with NICA's VP of Development to meet partner obligations
- Provide and manage relevant data to track and evaluate programs and initiatives progress
- Facilitate monthly Community Outreach national calls

Girls Riding Together Initiative

- Support and train League GRiT coordinators
- Develop and maintain GRiT resources
- Facilitate monthly GRiT national calls
- Manage GRiT grants across all leagues

Coach Education

- Develop resources and design relevant education for coaches and teams based on competencies and objectives
- Collaborate internally with marketing, communications and development teams on how and what we are communicating to the public/partners/NICA community
- Facilitate NICA coach education in person and virtually
- Works with the Director of Coach Education to facilitate instruction and travel to leagues for Leaders' Summits or Coach Retreats, including NICA On-The-Bike Skills
- Help cultivate positive coach culture through communications and content

Skills

- Community outreach strategy, development, training, and initiative experience
- Coalition building with youth development organizations
- Exceptional project management skills; ability to lead multiple operations, including program development and implementation, group facilitation, training, marketing, and strategic planning
- Excellent verbal and written communication skills
- Ability to facilitate engaging coach and student athlete presentations
- Aptitude for writing educational resources and document management
- Strong abilities in the Google Drive Suite document creation and management

Qualifications

- Bachelor's Degree or 5+ years experience in an education or youth development program
- Experience working with youth, preferably in sports
- Experience as a NICA coach or NICA team director
- Experience in design, communications, and marketing
- Experience working with adults in a hands-on sports and educational environment
- Ability to ensure that all communications and resources meet applicable risk management, safety and quality guidelines and incorporate the NICA mission, vision, and core values
- While performing the duties of this job, the employee is regularly required to: ride a mountain bike, drive a vehicle to and from trainings with a valid driver's license and proof of insurance and may be required to occasionally be able lift and/or move up to 50 pounds unassisted
- Background check will need to be processed (required for work with student athletes)

To apply

Please send a cover letter and resume to Kelly Curry, Director of Human Resources at jobs@nationalmtb.org by July 22, 2025. Those whose applications are up for consideration, will be contacted after that date.

NICA is an equal opportunity employer and considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.