

AMH Anchorage Cup Race Director Description

This role will include overall responsibility for organizing the Anchorage Cup community race series. Typically there are five races in the series, plus two more non-traditional ski races (these might be transferred and run by a separate group). All races are scheduled on Sundays beginning at noon, the 5-series is December-February. For more information visit www.anchoragenordicski.com/races/amh-anchorage-cup-series/.

- Position is part time and seasonal; pay is a stipend TBD depending on experience and eligibility.
- Working with the NSAA Program Manager
- **This role will include support from the NSAA office, NSAA operations, past race directors, and the timing and volunteers.**

General Race Duties

- Making advance race arrangements (venue, courses, door prizes, etc.)
- Announcing and publicizing races
- Recruiting and instructing helpers for race day
- Managing the race on race day (setting course, working with timers and registration, gathering and managing volunteers, etc.)

Race Management

- Partner with Program Manager to identify volunteer needs
- Work with Board, staff and Race Committee on evaluating and implementing enhancements to race experience
- Help to improve the reach amongst our community, make these community races non-intimidating to non-racers. Create a family atmosphere that provides a race/tour option for everyone. Improve kids' races and the reach to kids in our community.
- Organize and manage a Race Committee that includes recruiting and managing committee members, identifying roles, providing race day orientation and managing monthly meetings
- Run all logistics and oversee Race Committee members on race day

Competencies

- Organization
- Leadership
- Delegation
- Team Working
- Problem Solving
- Communication

Requirements

- Experience in Events Management
- Working knowledge of racing, preferably ski racing
- Willingness to learn from former directors and other volunteers