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## Organization Overview

Coaching Corps believes that every young person needs a caring adult outside the home who believes in them, teaches them invaluable life lessons, and helps them to become their best self. For many of us who grew up with access to quality organized sports, that person was a coach.

Middle-class and affluent families pour money and time into ensuring that their kids benefit from sports participation. But kids living in low-income communities have limited access to quality sports programming, leaving them once again on the side-lines.

Coaching Corps is the only national organization with the sole mission of leveling this playing field. We inspire people to volunteer as sports coaches and then place them with after-school programs serving low-income communities so that they can offer quality sports programming with a trained coach. Coaching Corps coaches are trained and supported to use a season of sports to teach kids invaluable life skills such as persistence, optimism, self-regulation, and empathy. Coaches help young people experience the safety, belonging, trust, and autonomy of a great team sports environment while learning to surpass even their own expectations and building confidence and leadership skills.

Since 2012 Coaching Corps has trained and supported over 10,000 people to become sports coaches. In turn, these coaches have provided a season of sports to over 100,000 kids. We operate throughout California, as well as in Boston, Baltimore, Orlando, and Atlanta. This year alone we will provide over 30,000 kids with a trained coach as a role model and mentor. Along the way we are building a vocal constituency of young people, afterschool leaders, sports industry executives, and community leaders, in support of youth sports for *all* kids, regardless of the neighborhood they live in.

Join a growing and dynamic organization committed to closing the sports equity gap. Stand with thousands of volunteer coaches and dedicated afterschool programs that are building the movement to ensure that every child, regardless of their zip code, has access to the transformative power of sports with a trained and caring coach.

More information about Coaching Corps can be found at [www.coachingcorps.org](http://www.coachingcorps.org). **Coaching Corps is an equal opportunity employer that values the diversity of its staff, partners, and constituents. Qualified women, racial and ethnic minorities, persons with disabilities, and those who are LGBTIQ-identified are encouraged to apply.** We are proud of our flexible, healthy, and passionate work environment, and our transparency around our highly competitive salaries and benefits. **Please send your resume, cover letter/introduction, and the employment application to [careers@coachingcorps.org](mailto:careers@coachingcorps.org) with the position title in the subject line.**

**Position Overview – Regional Program Manager, San Francisco & East Bay**

The Regional Program Manager is responsible for the growth, engagement, and management of team captains and afterschool programs in their designated region. Through building community-based relationships, the Regional Program Manager will ensure the implementation of regional strategies that enable the attainment of coach and partner goals, coach retention, expedient onboarding of coaches, capacity-building of partner organizations, and optimization of coach recruitment models.

**Key Responsibilities**

- Builds and manages relationships in the community (esp. college campuses) as potential coach sources
- Engages afterschool programs within the region to pursue and establish partnerships, identify coaching opportunities, and assess sites as potential placements
- Engages community networks to develop robust partnerships and initiatives in targeted disadvantaged neighborhoods
- Develops sustainable leadership recruitment strategies to identify and cultivate team captain fellows at target campuses and in the community
- Directs and mentors team captain fellows to implement and execute viable coach recruitment and retention strategies
- Tracks, manages, and reports on both quantitative and qualitative achievements of team captain fellows and overall recruitment
- Conducts after-school partnership orientations and strategic initiatives to build their capacity to support coaches
- Supports partners as they integrate volunteer coaches into their sports programs or facilitates the incorporation of Coaching Corps' training into current staff
- Documents all contacts in Salesforce for partners and coach updates to manage relationships and inform cross-team efforts
- Collaborates with internal staff: ex. technology staff for data requests and communications processes, ex. Development department to write and deliver updates on grant proposals to secure programmatic funding

**Qualifications**

- Bachelor's Degree from a four-year college or equivalent professional experience
- Familiarity with San Francisco and San Mateo counties geographically and civically
- At least 2 years' experience in program management and community or campus organizing
- Prior experience working with volunteers required
- Experience building relationships with outside organizations, community programs and/or school
- Demonstrated working knowledge of Salesforce CRM software
- Ability to engage and recruit college students and community members
- Excellent interpersonal, written, and oral communication skills with a variety of stakeholders
- Comfort and experience with presentations
- Proactive, organized, and efficient in order to meet deadlines and multi-task successfully.

**Working Conditions/ADA information**

Work performed at Oakland Headquarters is in an accessible, secure, temperature-controlled, and quiet office environment. Responsibilities occasionally may require an adjusted work schedule, overtime, and evening/weekend hours, but we also value our standard work/life balance culture. The person in this position would need access to a car and be able to drive locally on a regular basis. In addition, to show our commitment to accessibility, we'd like to share the following information. These key definitions will apply:

- Task is not applicable during most, if not all, working hours – described as N/A
- Task takes less than one-third of the time – described as “occasionally” or “O”
- Task takes one-third to two-thirds of the time – described as “frequently” or “F”
- Task takes more than two-thirds of the time – described as “regularly” or “R”

Fine Manipulation (fingers)	R	Move, Traverse	F
Vision – close	R	Climb	O
Vision – distance	F	Stoop/Kneel/Crawl	O
Ability to lift <10 lbs	O	Talk	F
Ability to lift 25 lbs	N/A	Hear	F
Sitting	O		

Coaching Corps reserves the right to assign or reassign duties and responsibilities to this job at any time. The job description reflects management’s assignment of essential functions, but it does not restrict the tasks that may be assigned.