



Helena Athletic Club, Inc.  
PO Box 5659  
Helena, Montana 59604  
[www.hacmt.com](http://www.hacmt.com)

Dear Candidate,

Thank you for taking the time to review this position and consider how our program might fit into your goals! Helena, Montana is a fantastic town with many attractive qualities to singles, families and retired individuals. Besides looking over the attached description please also research our community and all that this beautiful area has to offer.

Helena Athletic Club, Inc. is a newer and growing gym (current enrollment at 550) including Gymtrix, a thriving preschool and rec program. We expanded into a brand-new facility two years ago and are looking for a highly-motivated leader who can seize the opportunity for growth and competitiveness with our team J.O. program, including starting and developing TOPS and possibly an Excel program. The potential is limitless and we are excited about welcoming an enthusiastic coach with a vision for development and success.

Currently, there are 40 gymnasts in Levels 3-9 with outstanding potential for immediate expansion. All teams consistently place among the top at state meets and we consistently have athletes qualify to Regionals.

We have a fantastic compulsory staff in place and look forward to adding an Optional Coach/Team Director as early as Summer 2017.

Please don't hesitate to call me at 406-431-5477 to discuss the position.

Thanks for your time,

Laura Snellman  
President



# Gymnastics Team Director Optionals Head Coach Position Description

## Schedule/Time Commitment

- Afternoon/Evenings 3:30-8 p.m.
- Monday-Fridays, 20-25 hrs/wk.
- Occasional Full-day schedule, 9 a.m.-4 p.m.
- Weekends as determined by team schedules
- Paid prep time/off-site duties/training, etc.

## Duties

- Provide positive, enthusiastic and interactive supervision and coaching for competitive gymnastics team women's artistic Levels 3-10
- Develop and implement TOPS program
- Plan lessons and daily schedules/rotations for team practices
- Assist with staff training including implementing progression in rec. levels
- Work with other staff to set meet coaching assignments

## Performances

- Outstanding leadership and interaction with children ages 6-18 in a competitive and driven environment
- Positive student/group management and discipline
- Thoughtful, organized and consistent communication with students and parents
- Consistent self-motivation, self-starter
- Provide engaged coaching, spotting and interaction with team members

## Qualifications

- Experience coaching within the team environment
- Gymnastics skills/knowledge Levels 1-10 with excellent spotting capability
- First Aid, CPR certification
- Current USAG Professional Member

## Compensation

- Salary commensurate with experience including travel, training and competitions
- Bonuses available for special projects/events
- Other company benefits

## Application

- Please submit resume and letter of interest by mail or email:  
HAC Attn: Management, PO Box 5659, Helena, MT 59604 or coachlaura@hacmt.com.