

# NOTICE OF JOB OPPORTUNITY

## Alpine Ski and Snowboard Instructor Jackson, WY

Jackson Hole Ski & Snowboard Club in Jackson, WY, seeks 2 Alpine Ski and Snowboard Instructors for temporary, full-time employment (10/04/2022 to 04/30/2023). Duties: Work closely with the Alpine Program and Race Director, Head Coaches and Assistant Coaches to foster alignment, and optimal participation and performance, throughout the entire JHSC Alpine Program. Assist in the design and implementation of the U16 Alpine Program, evaluate the U16 Program, and develop U16 student-athletes through a comprehensive alpine ski racing program. JHSC programs are based on a long-term-student-athlete-development model consisting of the following domains: student-athlete development, physical fitness, and nutrition, technical and tactical, mental, and social including academic-athletic support and balance, equipment, and competition.

**ALPINE PROGRAM:** Act as full-time on-hill coach for the U16 program. Develop and implement comprehensive, age-appropriate programming for U16 alpine athletes. Develop and implement a consistent, documented, U16 alpine curriculum. Responsible for all aspects of alpine training, competition, and travel. Help coordinate and oversee all athlete management plans for U16 alpine athletes. Coordinate consistency in JHSC alpine programs below and above U16. Monitor, with Alpine Program and Race Director, coach training, professional development and mentoring for U16 staff. Integrate all necessary domains of U16 athlete development: Physical – coordinate all U16 physical fitness, dryland, maintenance, and testing; Technical and tactical – detailed on hill programming and progression; Mental and social – goal setting, mindset, and academic/other responsibilities; Equipment – review and coordinate all athlete equipment, preparation, maintenance, testing and ordering; Competition plans. Coordinate and implement year-round U16 training opportunities and operations. Oversee and coordinate consistent and regular U16 athlete evaluation processes, including on-hill skill assessments. Oversee and coordinate consistent and regular communication and education with U16 alpine parents. Oversee and coordinate U16 student-athlete academic responsibilities with academic coordinator and coaches. With Alpine Program and Race Director and all alpine coaches, ensure all venues are managed for optimal alpine training and competition for all levels of the program such that the program and events are coordinated.

**ALPINE RACES AND VENUES:** Coordinate U16 competition and travel schedules – ensure proper athlete management. Travel and coach team at regional ski competitions approximately once a month throughout the season. Support set up and break down for all appropriate JHSC hosted races. Coordinate appropriate staffing for all U16 races, competitions, and events both home and away. Help coordinate and staff appropriate JHSC hosted races.

**EQUIPMENT:** Help maintain inventory records of alpine program and event related equipment. Help plan for purchase of new equipment, as necessary. Help repair and maintain equipment, as necessary. Coordinate staff and student-athlete uniform, wax, and other gear orders with the rest of the JHSC Alpine Program.

**ADMINISTRATIVE:** Administer aspects of the U16 Program including but not limited to U16 travel, trip budgets and info sheets, acting as Team Captain at races, vehicle upkeep and protocols, and expense reporting. Assist Alpine Program and Race Director in recruiting, interviewing, fostering, and retaining the best U16 alpine program and events staffs. Develop and maintain a professional working environment for the alpine program, events, and staffing. Distribute appropriate marketing and communications to attract athletes to the U16 program. Integrate U16 alpine program and events with all

necessary club structures and personnel (business manager, other events, other program directors, community partners). Attend all necessary meetings, especially regular Alpine Department or Alpine Development Program meetings. Set and communicate staff performance objectives. Provide regular performance evaluations for direct reports. Develop, oversee, and manage performance of the U16 program and budget. Coordinate all end of season awards for U16 Alpine Program.

**COMMUNICATIONS, COMMUNITY, AND CLUB:** Develop and maintain consistent, professional, educational, and supportive communication structures with staff, parents, and the community concerning the U16 alpine program and races. Work closely with other administrative staff. Help maintain all community and strategic partner relations necessary for the success of the alpine program – especially Jackson Hole Mountain Resort and Snow King Mountain. Support parent education efforts and lead those efforts specific to the U16 alpine program. Assist with all club events as appropriate.

**OTHER GENERAL REQUIREMENTS:** The U16 Head Coach position is a full-time seasonal position and works out of the JHSC office. The U16 Head Coach must maintain current US Ski and Snowboard and other appropriate professional credentials and is expected to pursue continuing education and professional development. The U16 Coach must maintain high personal and professional standards and relations at all times when representing JHSC.

Travel and coach team at regional ski competitions (competitions last 3 to 4 days) approximately once a month throughout the season. Lodging and transportation will be provided during travel for ski competitions with students.

May perform other job duties pursuant to 27-2022.00, Coaches and Scouts.

40 hours/week; 8-hour shifts; 10:00 am to 6:00 pm; 5 days/week (Tuesday-Saturday)

2 years' experience as a ski coach or ski instructor required; Level 100 Ski Coach certificate or equivalent required. On-the-job training will not be provided.

Must be able to lift and carry up to 50 lbs. on a frequent basis. Must be able to maneuver and work on steep and uneven, mountain-like terrain and often-inclement weather. Must have experience in Microsoft Word, Excel, and Google Drive.

Must be eligible for U.S. Ski & Snowboard Membership, including a post-hire background check and SafeSport certification.

\$38,000 for 7 months

**Employer assurances pursuant to 20 CFR 655.20:**

- Single work week used in computing wages due.
- Wages paid bi-weekly.
- Work tools, supplies & equipment provided without cost to employee.
- Employer will make all deductions from the worker's paycheck required by law and any non-legally required payroll deductions permitted under the law and requested by Employee.
- Employer will provide advance payment for transportation & subsistence from place of recruitment to place of work. Employer will issue reimbursement within the first workweek when required to meet FLSA minimum wage obligations. Upon completion of the work contract or where the worker is dismissed earlier, if the worker has no immediately subsequent H-2B employment, the employer will provide or pay for worker's reasonable costs of return

transportation & subsistence back home or to the place the worker originally departed to work. The amount of transportation payment or reimbursement will be equal to the most economical & reasonable common carrier for the distances involved. Daily subsistence will be provided at a rate of at least \$14.00 per day during travel to a maximum of \$59.00 per day with receipts.

- Employer will reimburse worker in the first work week for all visa, visa processing, border crossing & related fees, incl. those mandated by the government (excluding passport fees).
- The employer guarantees to offer work for hours equal to at least three-fourths of the workdays in each 12-week period of the total employment period.

This position is being posted in connection with a future application for H-2B workers.

Application Process: Contact the nearest office of Wyoming Department of Workforce Services (<http://www.wyomingworkforce.org/>) or the Jackson Workforce Center, P.O. Box 1003, Jackson WY 83001 or (307) 733-4091 and reference: Job ID: 2795049 “H-2B Jackson Hole Ski & Snowboard Club Alpine Ski and Snowboard Instructor.” Or contact Jackson Hole Ski & Snowboard Club at [ali@jhskiclub.org](mailto:ali@jhskiclub.org) or <https://jhskiclub.org/employment>.

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**NOTICE OF JOB OPPORTUNITY**  
**Physical Posting**

**EMPLOYER TO COMPLETE, SIGN AND DATE ON LAST DATE OF POSTING**

This notice has been posted at the following two conspicuous locations at E 100 Snow King Avenue, Jackson, WY 83001 for fifteen consecutive business days from \_\_\_\_\_, 2022 through \_\_\_\_\_, 2022:

- 1)
- 2)

\_\_\_\_\_  
Alison Sehnert, Executive Director

\_\_\_\_\_  
Date (last date of posting)

# NOTICE OF JOB OPPORTUNITY

## Website Posting

### EMPLOYER TO COMPLETE, SIGN AND DATE ON LAST DATE OF POSTING

This notice has been posted on Jackson Hole Ski & Snowboard Club's website at: [internal or external website address] for fifteen consecutive business days from \_\_\_\_\_, 2022 through \_\_\_\_\_, 2022.

\_\_\_\_\_  
Alison Sehnert, Executive Director

\_\_\_\_\_  
Date (last date of posting)

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