



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 500) including Gymtrix, a thriving preschool and rec program. We expanded into a brand new facility in May 2014 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 Excel programs. The potential is limitless and we are excited about welcoming an enthusiastic coach with a vision for development and success.

Currently, there are 30 gymnasts in Levels 3-9 with outstanding potential for immediate expansion. All teams consistently place among the top at state meets and we look forward to becoming a regular regional and national competitor.

We have a fantastic compulsory staff in place and look forward to adding an Optional Coach/Team Director as early as July 2015.

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 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 and Excel programs
- 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 preferred
- USAG Safety Certified, Valid Background Check

## 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 [office@hacmt.com](mailto:office@hacmt.com).