



## Squash & Fitness Director | Position Description

Start Date: February 1, 2022

Education: High School and Above

Location: Chicagoland – Woodlawn/Evanston

Type: Full-Time

Language: English

Salary/Wage: \$100k+ base. Additional income through summer camps and other opportunities.

### Overview

MetroSquash was founded in 2005 as an out-of-school time program for Chicago Public School students. The first MetroSquash class consisted of 10 students in fifth grade, and utilized squash courts and classroom space at the University of Chicago. Each year, a grade level was added to realize a pathway of service from 5th grade through post-secondary completion. In 2015, the organization successfully raised over \$8M to construct a permanent home - the 8-court Hussain MetroSquash Center in Woodlawn. MetroSquash now has 20 full-time staff serving over 400 students and their families each year. In 2018, MetroSquash opened its first satellite location in Evanston to serve students just north of Chicago. MetroSquash Evanston currently serves 50+ 6th-9th graders and utilizes academic and court space at the McGaw YMCA. The program will build a second eight-court facility in Evanston and is exploring plans to expand to the West Side of Chicago.

The Squash & Fitness Director is responsible for managing and improving all elements of squash and fitness instruction for an expanding multi-site operation. Reporting to the Chief Program Officer, this leader will create a competitive, organized, and fun learning environment for students of all levels from elite to beginner.

### Key Responsibilities:

- Manage and evaluate all Squash & Fitness programming including out-of-school-time instruction, tournament participation, and related programming aimed at improving the level of all students and instilling a love for the sport of squash.
- Work alongside the Woodlawn and Evanston Program Directors to inspire and support the Squash & Fitness hires, providing direct coaching support, curriculum development, and guidance to ensure that both sites have the necessary tools to run successful squash programming.
- Cultivate meaningful relationships with MetroSquash students and their families, raising the engagement in Squash & Fitness wherever possible.
- As a Tier 3 member of US Squash's Community Affiliate Network, support increasing access to the game both at the MetroSquash Center, and in centers constructed in the future.
- Track and monitor key student performance metrics including skill level, tournament participation, and other related data aimed at assessing overall performance.
- Maintain consistent communication with key staff of MetroSquash partner schools, sharing program impact and student performance where appropriate.
- In collaboration with the Academics & Enrichment Team, maintain 100% enrollment capacity, 5th grade through 10th grade, creating recruitment and outreach events throughout the year.
- Collaborate with the Manager of College & Careers to strengthen the college squash pathway for high-potential students, providing individualized student and family support where needed.
- Work with the Manager of Social Work & Supportive Services to help identify student needs and ensure that program practices align with positive youth development.



- Maintain a positive relationship within the Chicago and national squash community including college coaches, players, and volunteers.
- Manage all US Squash-sponsored tournaments including the Gold, Silver, and Bronze Tournaments.
- Increase the reach and level of MetroSquash hosted summer camps to the benefit of MetroSquash students and the local and national squash community.
- Ensure consistent and active involvement with the Squash and Education Alliance (SEA) initiatives and programming, including their High-Performance Team.
- Provide updates for internal and external stakeholders, including staff, families, MetroSquash Board of Directors, and the general MetroSquash community.

#### Qualifications and Qualities:

Candidates should possess the following: Experience working with young people aged 10-18; 5+ years of coaching squash; experience working with underrepresented students a plus; demonstrated supervisory and/or leadership experience; strong analytical skills; results-oriented with impeccable attention to detail; experience with tournament and/or event planning a plus. Valid driver's license and ability to drive a van required.

#### Hours:

General hours are Monday through Friday 11am-7pm, though adjustments are necessary due to the organization's response to COVID-19. The position entails weekend work for tournament hosting and travel.

#### Vacation & Benefits:

15 vacation days and five sick days the first year, 20 vacation days and five sick days in the second year, and 25 vacation days and five sick days each subsequent year. A generous benefits plan includes health & dental coverage, Simple IRA matching etc.

Salary: \$100k+ base. Additional income potential through summer camps and other opportunities.

Other: MetroSquash will provide visa support if necessary for the right candidate.

How to Apply: Email resume and cover letter to [careers@metrosquash.org](mailto:careers@metrosquash.org). No calls please.