

## **New Jersey Titans NAHL - Head Equipment Manager**

Head Equipment Manager – New Jersey Titans  
Middletown, New Jersey  
North American Hockey League

### **Role Summary**

The Head Equipment Manager is responsible for everything to do with all equipment for the NAHL New Jersey Titans. Tasks include purchasing, inventory, maintenance, storage, and transportation of the New Jersey Titans' hockey equipment. In this role you are expected to prepare both home and away locker rooms, prep referee locker room for home games and execute all laundry operations. Duties also include (but are not limited to) facility scheduling, developing new protective pieces, operate heat presses and sewing machines, maintaining relationships with vendors, keeping up to date on current trends and products available, compliance with NAHL rule changes regarding uniforms and equipment, and miscellaneous game day management.

### **Specific Functions/Activities Summary**

- Tend to all necessary repairs of modifications as needed for player equipment or apparel and any requests by players during games/practice
- Oversee the inventory maintenance and management, developing and implementing best practices for equipment room policies and procedures
- Support the purchasing of new equipment, trunks and apparel for the team and players
- Responsible for packing and loading team jerseys and equipment for away games
- Responsible for washing and drying of all player apparel and equipment
- Responsible for jersey lettering/alteration as needed
- Maintain open lines of communications with players and coaches on equipment needs and determine appropriate courses of action to meet those needs
- Analyze NAHL rule changes relating to uniforms and equipment and formulate methodologies to ensure compliance

### **Qualifications**

Experience in sports equipment setting, including inventory control, and purchasing.

- Must be able to exercise judgment and manage projects with minimal supervision.
- Must have a working knowledge of computer programs.
- Knowledge of hockey and related hockey equipment
- Be able to travel on short notice & ability to work irregular hours, holidays, and weekends
- Extreme organizational skills with ability to act under pressure with tight deadlines
- Ability to maintain confidential information

- Excellent communication skills (written and verbal)
- Proficient in all MS Word, Excel, Outlook, PowerPoint, and Google D

**SPECIAL REQUIREMENTS OF THE JOB:**

- Travel as required with team schedule
- Valid drivers' license
- Ability to lift heavy objects

This is an immediate start position as training camp is set to begin in late August for the 2022/2023 season.

**Interested candidates should send resume and references to General Manager Craig Doremus at [Craig.Doremus@njtitansnahl.com](mailto:Craig.Doremus@njtitansnahl.com) and assistant General Manager Bobby DiRico at [Bobby.DiRico@njtitansnahl.com](mailto:Bobby.DiRico@njtitansnahl.com).**

**In the subject line please put EM 2022-2023 and your last name.**

Salary and compensation will be discussed upon the interview.