

## **Twin Ponds East – Arena Hockey Director and Tier 2 Youth Hockey Club Director (Harrisburg, PA)**

**Hockey Director** – The Twin Ponds East Arena, a Black Bear Sports Group managed 2-sheet ice arena in Harrisburg, PA, is seeking a salaried full time Hockey Director. The Director will oversee the tier-2 hockey club at the rink and oversee all hockey related programming including learn to play, house league and mite hockey. The Director may also serve as a head coach of up to two travel teams. The Director oversees all aspects of the club including coach and player personnel. The position will be filled immediately. Salary is commensurate with experience and will be competitive in the area. This is a full time, year-round salaried position headquartered out of Twin Ponds East Arena in Harrisburg, PA. Interested applicants should send a cover letter and resume to [pchoules@blackbearsportsgroup.com](mailto:pchoules@blackbearsportsgroup.com)

### **Duties and Responsibilities**

1. Oversee all year-round ice arena youth hockey programming operations and staffing
2. Oversee all aspects of the travel hockey club including but not limited to, player recruiting and selection, hiring and managing coaches, parent communication and tryouts
3. Hire and train all travel/house coaches and develop coaching strategy and program culture
4. Head coach at least two travel teams and run weekly skills sessions for all club participants
5. Collaborate with the General Manager to set hockey programming ice schedules.
6. Use best efforts to actively develop and schedule internal hockey programming such as clinics, tournaments and camps.
7. Review and approve coaching hours, direct-report employee reimbursements and hockey-related invoices for accuracy.
8. Serve as designated club representative for any league correspondence and meetings
9. Support Black Bear Sports Groups' affiliate hockey programs; promote players to BBSG's Tier-1 and Junior hockey clubs.
10. Support Black Bear Sports Group's network of youth and junior clubs with recruiting, scouting, drafting, tendering, and/or affiliate listing players