

Youth Program Coordinator

P3R is the engine behind Pittsburgh's greatest races. We strive to inspire any and all to move with us.

Best known for organizing the acclaimed annual DICK'S Sporting Goods Pittsburgh Marathon, P3R also organizes a variety of other high-quality races, training runs, and health and fitness programs throughout the Pittsburgh region.

The **Youth Program Coordinator** will report to the Assistant Director of Programming, and will focus on managing and growing the Kids of STEEL program. A high-energy, hands-on, active and externally-focused individual is sought for this position as the role will focus on program growth and program quality, supporting volunteers, and motivating elementary school students to increase time spent in physical activity.

Duties and responsibilities include but are not limited to:

- Leads others in creating an inclusive welcoming environment centered around movement. Delivers engaging, fun and safe group fitness instruction ranging in variety and level for youth. Creates and delivers physical activity content in a variety of formats.
- Builds effective and authentic relationships with members of schools and community groups. Maintains high level of communications and customer service to program sites.
- Conducts assemblies, site visits and new school orientation meetings throughout southwestern PA.
- Works with department staff to increase community visibility through training events, group runs, school assemblies, activity fairs and other events.
- Assist with strategy and execution to ensure P3R events effectively engage youth participants. Drives program and event registrations.

Required qualifications:

- Passion for the mission of P3R
- Excited about working with elementary student populations and their families as well as the staff members and volunteers at schools and community groups
- Outstanding customer service skills
- Outstanding interpersonal skills with ability to build relationships
- Excellent ability to coach and safely lead physical fitness activities and games in a group setting
- Ability to work with a diverse workforce
- Proficient in MS Office
- Ability to work independently and within a team environment
- Enthusiastic with ability to influence others
- Bachelor's Degree
- Valid Driver's License
- PA Child Abuse History Clearance, FBI Criminal History Background Check, and PA State Police Criminal Record Check are required to obtain and maintain employment; obtaining the required clearances is completed as part of the new hire process
- Willingness to obtain CPR, Pediatric First Aid in addition to other trainings

To Apply: Please send cover letter and resume to HR@p3r.org