


JOB DESCRIPTION	JOB TITLE: Instructor – Figure Skating	
	Job Location: Utah Olympic Oval Reports to: UOO Guest Service Manager Function Area: UOO Business Operations	Position Code: 360 Pay Grade: 5 Type: Part Time Non-exempt

Job Title: Instructor – Figure Skating

Major Tasks, Responsibilities and Accountability

- Teach Basic Skating Skills to children and adults at all levels
- Retain students in LTS program or in hockey/speed skating/recreational skating
- Help skaters transition from Learn to Skate through to the Figure Skating Club
- Assist in development of Figure Skating program from recreational skaters to high performance athletes
- Instruct figure skating clinics and camps
- Work on special projects such as BSA, GSA, Schools on Ice
- Coordinate with programming department and guest service for implementation of programs and scheduling
- Work with FS Coordinator on promoting figure skating club, competitions, shows and carnivals
- Assist with all competition management planning, implementation, and execution for Figure Skating competitions at the Utah Olympic Oval
- Work daily on customer relations i.e. parents and students
- Assist with community events
- Contribute to the overall development of the Oval programming plan by participation in monthly staff meetings


Required Knowledge and Essential Skills

- Is familiar with and has an understanding of USFSA or ISI Learn to Skate programs, lesson plans and teaching objectives
- Experience coaching group and private lessons
- 3+ years of skating experience
- Preliminary test levels in any discipline
- Multi-task oriented, self motivated and self directed
- Strong customer service skills
- Experience working with and coaching youth and adult athletes
- Excellent oral and written communication skills
- Membership in USFSA and PSA
- PSA Ratings preferred
- Ability to integrate into overall team concept, team player naturally supportive of colleagues
- Event Management experience with Figure Skating
- Knowledge of Figure Skating (competition formats, rules, results systems, etc.)
- Multi-task oriented, self motivated and self directed

Minimum Qualifications

- Minimum 18 years of age
- Flexible work schedule

Environmental Job Requirements

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Physical Requirements

- Ability to lift and or move up to 20 pounds
- Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus
- Hearing – to converse with others in a normal conversation
- Balancing, bending, climbing, kneeling, walking, pushing, reaching above shoulders, and sitting

Education / Experience

Required In-House Training

- UAF Orientation
- Sexual Harassment
- Drug & Alcohol
- Hazardous Communications Program

This job description is not an employment agreement or contract. Management has the exclusive right to alter the scope of work within the framework of the job description at any time without prior notice.