



**Role Title:** Coach Liaison (Board Member)

**Position Summary:**

The Coach Liaison is a full voting member of the Board of Directors who serves as the primary advocate of the coaching staff. This position ensures coaches' perspectives, needs, and concerns are communicated to the board and reflected in organizational decision-making. The Coach Liaison supports transparent, two-way communication between coaches and the board, facilitates coach recruitment and retention, and promotes a collaborative, supportive environment that values coaching staff contributions.

**Key Responsibilities:**

- Serve as the official point of contact between the coaching staff and the Board of Directors.
- Attend and actively participate in all board meetings and relevant committees as a full board member.
- Maintain a working understanding of the team environment at practices, events and races.
- Facilitate regular and open communication with coaches to gather feedback, insights, and concerns.
- Advocate for coaches' needs in a clear and constructive manner during board discussions and decision-making.
- Communicate board decisions, updates, and policies to the coaching staff in a timely manner.
- Collaborate with other board members to develop policies and strategies that support coaches and align with the organization's mission.
- Facilitate the hiring process for new coaches, while working to retain current qualified coaching staff and ride leaders. Present coaching recommendations to the Board for vote.
- Assist in mediating issues or misunderstandings amongst coaches, parents and the board.
- Uphold all legal, ethical, and fiduciary responsibilities as a board member.
- Complete other board duties, as assigned by President or Vice President

**Qualifications:**

- Experience as a coach or in a related leadership role
- Excellent communication, advocacy, and relationship-building skills
- Ability to represent the interests of all coaches impartially and professionally
- Commitment to organizational mission, values, and ethical governance
- Understanding of board governance and willingness to fulfill their board member duties

**Reporting Structure:**

Reports collectively to the Board of Directors and communicates regularly with the coaching staff.