



10 Nevins Road, Wayne, NJ 07470  
icevault.com

### **In-House Group Instructors & Private Lesson Coaches**

*Ice Vault Arena Skating School seeks in-house Learn to Skate USA group lesson instructors for basic skills and hockey skating, assistant instructors, and U.S. Figure Skating Certified coaches for Aspire group and private figure skating lessons.*

#### **About Ice Vault Skating Arena**

Originally built in 2003, Ice Vault Skating Arena is a **year-round** modern ice facility with **3 full-size NHL ice surfaces**. Our **Learn to Skate USA** group lesson program currently serves more than **400 skaters annually** and is *growing*. Our program focuses on **high-quality instruction**, supporting foundational skills to progress into more complex elements. We are seeking additional in-house coaches to meet the customer demand that exceeds our current coaching availability and capacity.

From September through June, we offer **Learn to Skate USA group lessons** in the late afternoon on **Mondays and Fridays, and Saturday** mornings. In July and August, group lessons are offered on **Tuesday** afternoons. **Freestyle sessions proceed, and Public Skating sessions follow most group lesson sessions**. We also want to expand our group offerings to offer mid-day group lesson options. Ice Vault is home to the **CASA Aspire (bridge) figure skating program**, Bandits, Outlaws, and Jersey Hitman club hockey teams, and is affiliated with the **North Jersey Figure Skating Club**.

#### **Candidate Key Qualities:**

- Punctual, dependable, reliable, and self-motivated.
- Safety conscious.
- Enthusiastic and encouraging.
- Knowledge of skating skills, proper technique, and teaching methods.
- Effective, positive, and engaging customer-centric communication and interpersonal skills.
- Detail-oriented, critical thinker with problem-solving ability.
- Demonstrates professionalism and strong ethical conduct.
- Complies with all coaching and guidelines.
- Continuously pursue professional development and continuing education.

#### **Required Competencies & Responsibilities:**

- Teach assigned group lessons in an enthusiastic, educational, organized, and motivational fashion to engage skaters in a fun, positive, athlete-centered environment.
- Contribute to delivering a safe and healthy training environment to contribute to a positive reputation that will grow and support the program.
- Effective and efficient class management to design, deliver, and manage classes in a group environment.
- Explains and enforces safety, rules, and regulations.
- Maintain accurate class attendance and skill accomplishment records.
- Ability to break down skills and apply appropriate teaching points and progressions.
- Understand different learning styles and provide group and private lesson instruction to a variety of skaters of all ages and abilities.

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- Capable of analyzing, detecting, and delivering positive and constructive feedback on skill performance to skaters and parents.
- Ability to demonstrate ice skating skills.
- Be familiar with Learn to Skate USA and U.S. Figure Skating skill standards and the phases of learning to achieve skater proficiency on the ice.
- Working knowledge of skating levels and pathways to development.
- Contribute to the progress of skaters with strong instruction of solid technique.
- Ability to work autonomously and prioritize work while also collaborating with other coaches, skaters, parents, and rink management to support the overall success of the program.
- Knowledge of equipment and maintenance and being able to suggest appropriate equipment to beginning skaters and parents.
- Comply with U.S. Figure Skating's Rules and Code of Ethics.
- Notify the skating director of availability prior to classes being assigned.
- **Must be present at more than 85% of assigned group classes.**

#### **Required Experience & Expertise:**

- Must have taken lessons in a group and/or private lesson environment.
- Must have passed all elements in the **Learn to Skate USA Basic Skills** curriculum and possess strong skating skills.
- Having passed elements in the **Free Skate curriculum** is *preferred!*
- Passing official U.S. Figure Skating tests (moves/skating skills, singles/free skate, dance, etc.) is *preferred.*
- Hockey skating coaches must have taken skating lessons as well as gameplay.
- Previous group and private lesson coaching experience is *preferred.*
- A competitive figure skating or hockey skater and/or coaching background is *preferred.*
- Must be compliant or able to meet all Learn to Skate USA coach compliance requirements with liability insurance.
- Full compliance with U.S. Figure Skating coaching requirements, including Core Coach Certification and additional accreditation levels, is *preferred.*
- Adult and pediatric First Aid, CPR, and AED certification is a plus.

#### **Important Notes:**

- All in-house coaches are part-time independent contractors and not employees of Ice Vault Arena.
- Coaches' compensation ranges from \$15-25 per group class, *depending on experience.*
- Ice Vault does not reimburse coaches for required memberships, compliance, continuing education, or liability insurance.
- These positions are in an ice arena where noise is generally high, crowd traffic can be heavy, temperatures are cold, and lights are bright or dark, with occasional exposure to flashing lights.
- All are welcome to apply.

**For consideration, please submit your resume to the skating director: [aim eer@icevault.com](mailto:aim eer@icevault.com).**

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