

USA Cycling Volunteer Position Description:

Position Title: Western Collegiate Cycling Conference Club Mentorship Board Member

In carrying out these responsibilities, the Board Club Mentorship Chair will do the following:

- Work with board to place club mentors with interested clubs
- Maintain communications with club mentors to ensure support and clear instructions from board to mentors
- Develop club mentorship curriculum, including monthly group phone calls or email reminders to club mentors

Members of the Western Collegiate Cycling Conference (“WCCC”) Board of Directors serve as appointed volunteers with the responsibility to oversee activities that advance the WCCC’s effectiveness and sustainability. The Board provides oversight to ensure the wise use of all assets of the WCCC. Board members must endeavor to make all decisions in the best interest of the WCCC and to ensure that the WCCC obeys applicable laws and USA Cycling rules and acts in accordance with its mission to advance collegiate cycling throughout the Western Conference.

In carrying out these responsibilities, Board Members specifically perform the following duties:

- Select a Conference Director who runs the day-to-day management of conference activities;
- Hire Season Coordinators (who report to the Conference Director) for all necessary cycling disciplines;
- Provide advice and guidance to the Conference Director on decisions involving conference activities, governance, and long-term growth plans;
- Oversee the conference budget and provide advice on how funds should be spent to improve the conference;
- Assist with fundraising efforts and promotions;
- Receive and review seasonal race reports from the Conference Director and work with the Conference Director to address any problems that may prevent races from running smoothly;
- Appoint and supervise a director of the Beginning Racer Program (BRP) and when possible, assist the BRP director in organizing the program events;
- Review and update the WCCC rules as needed to keep them current and ensure compliance with USA Cycling rules;
- Communicate with conference clubs and members when needed to show support and maintain healthy relationships between conference leadership and collegiate cyclists; and
- Participate in monthly Board conference calls to discuss conference business.
- Promote collegiate racing for cyclists of all ability levels

Send a cover letter and resume to epalmer@usacycling.org if interested.