



# FOUNDRY

## COLLEGE

### Job Description Senior Coach

Foundry College, a new type of online two-year college, seeks an experienced professional to oversee Foundry's student coaching services. This role will require the senior coach to manage the coaching operation, offer guidance and training to junior coaches as they hone their coaching skills, help optimize Foundry's coaching services model, and periodically engage in direct student coaching.

Personal coaching is a vital part of Foundry's student support program, which teaches working adults skills and knowledge that are important to employers and unlikely to be automated in the foreseeable future. Many Foundry College students have complex lives outside the classroom with family responsibilities, work commitments, and other demands on their time and finances—and thus coaching will be vital to their success. Each Foundry student will be assigned to a coach who will help them navigate personal and emotional situations, and ultimately maximize the value they get from the program.

Applicants should have advanced training in psychology, counseling, or education and be passionate about helping adult students manage the challenges of life, work, and school. Applicants should have at least six years work experience in a counseling or coaching function and have a track record of managing a team. Applicants should also demonstrate excellent interpersonal skills; a strong work ethic and high degree of organization; enthusiasm about working with diverse populations; and excellent leadership skills.

#### Responsibilities:

- Manage and lead team of coaches who will each have a caseload of roughly 60 students (seeing 30 individually, every other week).
- Provide formal training and ongoing mentorship to each member of the coaching team.
- Support the design and continuous improvement of Foundry's coaching program.
- Occasionally shadow coach staff or lead 45-minute, one-on-one personal coaching sessions, conducted online.
- Support coaches in managing complex student challenges, intervening as appropriate.
- On occasion, be available to coaches or students for communication and guidance outside designated coaching times.

#### Qualifications:

- An advanced degree in psychology, education, counseling, or coaching certification, or equivalent credential or professional experience.
- Minimum of six years work experience in a counseling or coaching function.
- Demonstrated track record of successfully managing a team and enthusiasm about leading coaching practitioners.

- Enthusiasm for working with diverse populations (across ages, gender, ethnicity, socioeconomic status, geography, etc.).
- Ability to manage coach and student engagement with positivity and grit in a fast-paced, rapidly evolving environment.
- Highly organized, responsible, and committed to student success.
- High energy, entrepreneurial spirit, and strong interest in helping Foundry College maximize the impact of our coaching program for students.

**How to Apply:**

- Please submit your cover letter and resume as a single attachment to [careers@foundrycollege.org](mailto:careers@foundrycollege.org) when applying and reference the role you are applying for in the subject line.