

SWEET PEAS

SWEET
PEAS®

PROGRAM MANAGER

ABOUT THE ROLE

Bay State Gymnastics Academy is looking for an **enthusiastic, upbeat leader** to guide and grow our **Sweet Peas Early Childhood Gymnastics™** program (ages 6 months–4 years).

In this highly interactive role, you'll **inspire and support** a team of instructors, design **engaging class experiences**, and foster a welcoming environment for both children and their families.

You'll oversee daily operations—including staffing, scheduling, and enrollment—while partnering with our leadership team to expand a program that builds **confidence, movement, and joy** in our youngest athletes.



PRIMARY RESPONSIBILITIES

- Lead and inspire a team of Sweet Peas instructors to bring energy and consistency to every class.
- Hire, onboard, and develop staff into confident, engaging coaches.
- Create and manage schedules that keep classes running smoothly and fully staffed.
- Monitor enrollment and class sizes to maximize participation and program growth.
- Build positive relationships with families and handle questions with confidence.
- Collaborate with the Senior Management team to elevate the overall experience.



SCHEDULE REQUIREMENTS

20-30 hours per week

- Monday 8:00a-2:00p
- Wednesday 3:30p-7:00p
- Friday 3:30p-7:00p
- Saturday 7:45a-1:00p
- 5-10 floating hours

COMPENSATION

Training rate: \$20/hour

Long term rate (experience-based): \$22-30/hour

- 5 paid vacation days per year
- Accrued sick time
- Access to FMLA
- Simple Plan match up to 3% of income
- Gym membership to Dartmouth Total Fitness
- Paid forced closure snow days

QUALIFICATIONS

REQUIRED

- Strong knowledge of early childhood development (infant, toddler, preschool)
- Experience working directly with children ages 6 months - 4 years.
- Supervisory or team leadership experience
- Strong communication and organizational skills
- Ability to thrive in a structured, fast-paced environment
- Demonstrates integrity, reliability, and a strong collaborative mindset

PREFERRED

- Background in Early Childhood Education (ECE)
- Experience as a preschool director, childcare supervisor, or program manager
- Gymnastics, tumbling, or movement-based program experience



WHY BSGA

- Professional, structured work environment
- Supportive ownership and leadership team
- Strong community reputation
- Opportunity to make a meaningful impact in early childhood development
- Potential for long-term growth



ABOUT US

Bay State Gymnastics Academy is a professional, family-owned organization serving over 1,000 students weekly. We specialize in structured, developmentally appropriate programming focused on safety, confidence-building, and long-term athletic development.

Sweet Peas is a cornerstone program introducing infants, toddlers, and preschoolers to movement, coordination, and foundational motor skills in a nurturing, high-energy environment.



If you are interested, please apply at:
www.baystategymnasticsacademy.com/employee-application
Resumes may be forwarded to:
martha@baystategymnasticsacademy.com