



Achieve Your Active Lifestyle Goals

## **Part-Time Timer & Project Manager – Reno Running Company Races**

**Reno Running Company Races is looking for a detail-oriented, tech-savvy, and reliable Part-Time Timer & Project Manager to join our race operations team.**

This role is ideal for someone who loves endurance events, enjoys problem-solving, and thrives in fast-paced environments. You'll play a key role in delivering accurate race results and helping execute high-quality running events across Northern Nevada and beyond.

### **What You'll Do**

- Manage race timing from start to finish, including setup, execution, and results
- Support race registration systems, bib assignment, and participant data
- Assist with race-day logistics, equipment prep, and course support
- Communicate with participants and partners to ensure a smooth experience
- Help maintain and organize timing equipment
- Work closely with the Race Director to improve systems and execution

### **What We're Looking For**

- Strong computer skills (Excel required; comfort with data is key)
- Highly organized, detail-oriented, and dependable
- Comfortable working early mornings, weekends, and select holidays
- Calm under pressure with strong problem-solving skills
- Great communication and customer service mindset
- Passion for running, fitness, or endurance events

**Timing or race management experience is a bonus, but not required — we're happy to train the right person.**

## **Why This Role Is Awesome**

- Be part of high-energy race weekends
- Work behind the scenes of major community events
- Flexible, part-time schedule with seasonal rhythm
- Opportunity to grow with a respected local race organization
- Work with a team that genuinely cares about quality and community

## **Interested?**

Send a brief introduction and resume to [careers@renorunningcompany.com](mailto:careers@renorunningcompany.com) or message us directly.