



SPORTING COLUMBIA

Director of Soccer

Summary

The Director of Soccer is responsible for managing the soccer operations of Sporting Columbia SC (SCSC).

Duties and Responsibilities

- Manage all soccer operations including, but not limited to, competitive and recreational divisions, training, camps, clinics, and tournaments
- Supervise soccer operations staff and contract labor including coaches
- Manage facilities including maintenance, repairs, and improvements
- Assist with membership development and relations
- Assist with membership meetings and special events
- Assist with development and implementation of strategic plan
- Have a regular, visible presence at SCSC activities and events to support and represent the organization
- Ensure compliance with Missouri Youth Soccer Association (MYSA) and United States Youth Soccer Association (USYSA) rules
- Develop and maintain relationships with key members of the Missouri soccer community and relevant public officials
- Other duties as assigned

Education and Experience

- High school diploma or equivalent required
- Bachelor's degree in sports management, child development, education, parks & recreation, or related field preferred
- Minimum of five (5) years experience as licensed soccer coach
- Minimum of three (3) years experience in sports operations

Knowledge, Skills, and Abilities

- Proven ability to lead and manage using a strengths based approach
- Thorough knowledge of and experience in:
 - The game of soccer including rules and tactics
 - Compliance with youth soccer governing bodies and rules
- Knowledge of, experience in, and ability to:
 - Conduct and guide age and developmentally appropriate soccer development activities
 - Coaching the game of soccer

- Must be able to work with people of diverse backgrounds
- Ability to multi-task in a fast-paced environment
- Strong written and verbal communication skills
- Excellent interpersonal skills and willingness to provide a strong presence and high visibility within the Club
- Excellent prioritization and problem solving skills
- Strong organizational and conflict resolution skills
- Team player with the ability to collaborate

Qualifications and Requirements

- Pass background check and registration as required by Missouri Youth Soccer Association (MYSA)
- Complete and pass the CDC Heads Up for Concussion test
- Complete SafeSport training
- U.S Soccer D License

Relationships

- Reports to and works closely with Executive Director
- Supervises Director of Coaching, Age Group Coordinators, and Coaches
- Manages and fosters relationships with families, players, and team managers
- Manages and fosters relationships with key stakeholders and partners

Work Schedule

This is an overtime exempt position which is seasonal in nature with periods of intense work demands (e.g. tryouts, registrations, the beginning of the fall and spring seasons) and periods of lighter demands (e.g. the off seasons of winter and early summer). Work hours and days vary and include early mornings, evenings, and weekends.

Physical Abilities

The following physical abilities are commonly associated with the performance of the functions of this job and are representative of those that must be met by an employee to successfully perform the essential functions of this job:

- Frequently talk and listen
- Stoop, bend, kneel, pull and push, and move up and down to/from a sitting position on the ground
- Reach with hands and arms
- Lift and move heavy objects exceeding 100 pounds
- Stand for significant periods of time
- Walk and run
- Kick and dribble a soccer ball
- Repetitive wrist, hand and/or finger movement to type and work on computer
- Use close vision and be able to focus
- Finger dexterity, clarity of vision at 20 feet or more and 20 inches or less, and

hand-eye coordination to work on computer, telephone, and related office equipment

- Regular attendance is a necessary and essential function

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions

Compensation

- Estimated salary range \$40,000 - 45,000 (1.0 FTE)
- Compensation will be commensurate with experience and other qualifications.
- Opportunities for additional compensation by conducting soccer camps, clinics, tournaments and activities for the Club