

Assistant Director of Soccer Valley AFC Inc.

JOB TITLE: Assistant Director of Soccer

SUPERVISOR: Director Of Soccer

Valley AFC Inc. (DBA as VALLEY UNITED) provides soccer training and competition for all ages in the community. The mission of "Soccer for All" guides the decision making process and keeps the focus on offering various soccer experiences for different age groups and various player experience level.

GENERAL JOB DESCRIPTION

The Assistant Director of Soccer (ADS) serves at the discretion of the Board of Directors of Valley AFC and works under the general supervision of the Director of Soccer. The ADS is responsible for effectively managing player development aspects of the Club, raising the overall quality of the VALLEY AFC coaching staff, overseeing activities and function relevant to the position, and promoting the Club within the community. The ADS serves as the DOS in his/her absence; and does related work as required.

Salary is Dependent on Qualifications with a range of \$35 - \$45K annually.

MAJOR DUTIES AND RESPONSIBILITIES

The Assistant Director of Soccer (ADOS) supports the Director of Soccer (DOS) in his/her duties and serves as DOS in their absence.

Promotes a positive atmosphere that fosters the Club's mission of "Soccer for All" and is a positive role model for youth players and coaches of the Club.

Assists in managing Club coaches with training session development, management of the game, and other related technical assistance to help Club coaches attain a higher level of success for them individually.

Implements training activities for the various programs that the Club offers.

Designs specific training priorities for various age groups.

Effectively manages player development aspects of the Club.

Serves as a Coach for teams as assigned by the DOS.

Provides technical training sessions as assigned by the DOS.

Coordinates field readiness with the Board Member assigned as the Field Coordinator.

Provides set up and take down of soccer fields to include goal set-up, lining of the fields (coordinates with Club Field Contractor), goal net repairs and other related duties.

MINOR DUTIES AND RESPONSIBILITIES

Assists with uniform coordination as assigned by the DOS.
Addresses unsportsmanlike behavior by spectators.
Assists the DOS in try-out coordination.
Assists the DOS in coach assignments
Conducts parents education programs defining the Club's training curriculum.
Assists the DOS in annual coach evaluations.
Identifies the most talented players in the Club and advises the DOS for possible higher level play.
Other assigned duties assigned by the DOS or the President of the Club.

QUALIFICATIONS FOR THE JOB

Education:

The position requires a minimum of graduation from high school or equivalent. At the minimum a National "D" License or equivalent from another sanctioning body.

Experience:

Extensive soccer knowledge as a player and coach. Must have proven solid written and oral communication abilities and have the ability to relate to and communicate with youth players of all ages. Must be responsible and the ability to communicate effectively with parents about their children's soccer abilities.

Other:

Excellent administrative, time management, and interpersonal skills are essential. Knowledge of using computer with MS Office product line. Ability to understand various computer applications that are used for communicating with soccer players/teams/parents such as TEAM APP and other related products.

KEY COMPETENCIES

Soccer Knowledge
Coaching Youth Players
Computer Skills (MS Office Products and Cell Phone)
Clear Verbal Communication Skills
Mechanical Awareness (soccer goal set up)

PHYSICAL REQUIREMENTS

Need to be physically fit and able to be work in various weather conditions to include the summer heat, rainy conditions, windy conditions and extreme cold situations based on the time of the year as soccer training and games may be played outside through-out the year. Ability to be on the field for training and games all day as needed. Ability to erect and move soccer goals.

Interested Individuals

Send email of interest to Cory Carroll, Director of Soccer to include a resume and supporting documents (coaching licenses/certificates) to
Cory.carroll@valleyunited.us