Duties of the Assistant Arsenal (U9-U19) Program Director

Assist the Arsenal Director in the following duties:

* Responsible for coach and player development.
* Organize as needed, age appropriate coaching certification clinics and communicate information to the FSS Executive Committee.
* Communicate with FSS board regarding clinic budget requirements for FSS program budgeting purposes.
* Coordinate coach recruitment, selection and retention.
* Coordinate and recruit volunteers for twice yearly player assessments for U9 and up.
* Act as Head Evaluator for player evaluations and set appropriate drills for each age level.
* Prepare evaluation forms for all evaluations and liaise with Soccer Coordinator to set dates and times for evaluations.
* Prepare evaluation results and present them to FSS U9 to U19 Technical Sub-Committee members following completion of evaluations.
* Oversee team selection process with other FSS Executive Committee members
* Review and update as necessary the Coaching Manual for U9 to U19 level coaches.
* Chair pre-season coaches meeting to provide Coaching Manual and go over any pertinent league requirements.
* Responsible to keep coaches playing in the following leagues up-to-date on coach meetings, rules and policies pertinent to the league in which the particular coach’s team plays:
	+ Edmonton Minor Soccer Association
* Regularly consult with coaches as part of their continual development. Respond to any queries from coaches regarding player development and technical questions regarding league and game rules, etc.
* Keep the FSS Disciplinary Sub-Committee updated on all coach infractions.