



Fort Saskatchewan Soccer

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Duties of the Junior (U5 and U7) Program Director

- Develop and maintain a program that follows Alberta Soccer Association's recommendations as appropriate to FSS programs.
- Recruit a Program Assistant as needed – one each for the U5 and U7 level programs.
- Recruit and screen coach volunteers for the programs with the assistance of appropriate key FSS individuals. Ideally, two coaches per team.
- Responsible to ensure every U5 and U7 coach has an up-to-date Criminal Record Check (CRC) on file with the Fort Saskatchewan Minor Sports Association office.
- Ensure the district receives all required CRCs prior to the deadlines.
- Communicate and implement program guidelines to coaches.
- Develop and implement training and information programs with the assistance of appropriate individuals (Program Assistant, Vice-President and President).
 - Organize twice yearly, age appropriate coaching clinics and communicate information to the FSS Executive Committee.
- Coordinate and chair coach meetings for the junior levels with the assistance of appropriate individuals (Program Assistant, Vice-President and President).
- Develop and maintain coaching documents for the junior Programs.
 - Coaching Handbook
 - Program Manuals
 - Coaching Team Information Packages
 - Other documents as required.
- Assemble U5 and U7 players into teams with the assistance of the Registrar, Program Assistant and Soccer Coordinator.
- Develop game/practice schedules with assistance of the Soccer Coordinator.
- Assist Equipment Coordinator with equipment distribution and collection.
- Contact supplier to order t-shirts, medals and year-end wrap-up items.
- Arrange medal distribution.