



DIRECTOR OF SOCCER

JOB DESCRIPTION

This position will report to the Executive Director and work with United DFC staff, coaches and volunteers to develop and execute technical programming and growth for all soccer programs, following best practices from Canada Soccer and Soccer Nova Scotia. This position is the senior technical position within the soccer club, and responsible for liaising with members and external partners on technical matters.

While this is considered a technical position, this role is about working with people - our staff, volunteers, members and their families, as well as other clubs and organizations. The successful candidate will be collaborative, with strong planning and communication skills, and a thorough understanding of cognitive, social-emotional, and physical development of children, youth & adults.

The primary focus will be on developing and leading coaches who can execute on the technical plan and develop our players. The successful candidate will need to make and communicate difficult decisions while balancing the best interests of the club, teams and players. The candidate should have a basic understanding of budgeting as it pertains to planning and program operations, and the ability to manage competing priorities.

This is a dynamic environment, and the successful candidate will need to be adaptable, flexible and collaborative. Work schedules will include a requirement to be on the field on evenings and weekends, working with our players and coaches as they seek to improve their respective skills.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Key Technical Program Development

- Report directly to the Executive Director and work collaboratively with the other Technical and Club Staff and Volunteers.
- Develop, implement and lead the United DFC Technical Plan and soccer programming over all seasons that align with Canada Soccer Association's Long-Term Player Development and Soccer Nova Scotia's Best Practices for all levels within the club. Oversee Community Manager and key volunteers to ensure the technical plan is being implemented as designed. Ensure the plan has a viable team placement component based on regular feedback on progress to both parents and players. This must ensure that players who may move up or down with programs in the club – often termed “bubble players” – are treated with respect and compassion when decisions are made.



- Design, implement and manage a Coach Development Plan which includes ensuring all coaches are appropriately certified by utilizing the resources available internally, through Soccer Nova Scotia and the local soccer community.
- Design and implement coaching mentorship/ development opportunities for young coaches (eg. Future Coach program, Jr Coaches, etc.)
- Work closely with the other United DFC Staff and volunteers to retain and transition all players between and across levels and programs as appropriate.
- Either directly, or through an appointed staff/ volunteer, recruit, develop, mentor, retain and manage all paid and volunteer coaches within United DFC programming. Ensure that the certification, recognition, evaluation, appreciation and advancement for coaches is conducted in a collaborative environment.
- Develop and adhere to Club technical policies.
- Develop and implement aligned player curricula for all ages within the Club to support coaches and staff in developing players that align with the United DFC game model (when presented and approved).
- Assessment, appraisal and performance management (including dismissal if necessary) of club coaches.
- Develop and manage all sport science /sport medicine partners and suppliers.
- With support, develop and responsibly manage the UDFC annual technical budget.
- Report on all aspects of soccer operations – technical, promotion, recruitment, retention, administration, & communications.
- Recruit and retain sufficient paid part time and volunteer coaches in order to avoid the need to coach teams and programs
- Equipment - Responsible for budgeting, ordering and assigning equipment to teams and communicating such to the Program Support Manager who will manage all other aspects of equipment (Inventory, storage, distribution and collection)
- Create team lists in a timely manner and submit to the Program Support Manager to manage demosphere related tasks.
- Work with the Community Manager and Program Support Manager to ensure the facility schedules meet the program needs and are fair and balanced.
- Directly support Skill Centers, A, AA, AAA and Premiership Teams as needed in a Technical Director role unless another person is designated to support this role.
- Other tasks as required.

Organizational Duties

- Establish and maintain appropriate and successful relationships and good standing with the Provincial Sport Organization, Soccer Nova Scotia.
- Communicate well with membership regarding key items as they pertain to the delivery of programming, via written correspondence, phone calls, online presentations, 1on1 in-person conversations, small group discussions and public presentations to members. Ensure phone calls and emails from members are returned by DoS or another appropriate staff/volunteer.



- Develop and implement a player recruitment strategy
- Attendance at and presentation to the Board of Directors on technical strategic matters as requested.
- Responsible for Director of Soccer tasks under the UDFC RACI chart
- External representation of the club in all technical matters.
- Shared responsibility for a clean, organized and respectful work environment
- Maintain a Valid Driver's License
- Other tasks as required

PREFERRED QUALIFICATIONS

We are seeking a candidate with a minimum of an undergraduate degree, or equivalent education, experience and skills in the following areas:

- Context specific applicable degree i.e. management, sports development, community development, etc, or, experience within the industry/related industry that shows grasp of above responsibilities
- Making Ethical Decisions and Online Evaluation
- Respect in Sport Activity Leader Training
- Respect in the Workplace Training
- C-License Certified
- NCCP Learning Facilitator – preferred
- Canada Soccer Children's & Youth Licenses – preferred (necessary for PDP delivery)
- Must have Canada Soccer Youth License or equivalent from another recognised and respected soccer governing body. This opens up for candidates from UEFA or the USSF who may be hugely beneficial to the club in the future and can quickly get Canadian licenses or equivalency.
- Several years developing programming for a Community Soccer Club, Regional District or Provincial Sport Organization.
- Experience creating Technical Plans
- Demonstrated ability in program management, administration, delivery and evaluation
- Demonstrated strong problem solving and decision-making skills
- Proven experience leading diverse teams
- Experience working with a variety of diverse stakeholders and partners

Working Conditions

- Flexible office hours to offset evenings and weekends.
- Hours include a requirement to be on the field evenings and weekends.
- Common requirement to participate in meetings outside of regular working hours
- Shared responsibility for a clean, organized and respectful work environment
- Full time - 12 Months of the Year Position

Physical & Mental Requirements



Must have the physical ability to move and demonstrate soccer actions. Must be able to manage multiple projects and interests, and competing deadlines which may be stressful at times.