

United Soccer Alliance of Indiana Director Travel Soccer, Job Description, 12/6/19

The Director Travel Soccer (DTS) is expected to assume the “face of the club” role for the United Soccer Alliance of Indiana (USAI). The DTS will lead efforts to achieve the growth and development of the student-athletes of the club, and strive to provide coaches with the necessary tools to technically and tactically develop players. The DTS must have a strong soccer background and technical expertise to lead USAI’s coaching staff. The DTS is responsible for building on the USAI’s base of existing players. The DTS should possess strong interpersonal and public speaking skills and be able to resolve conflict in a professional manner. The DSO must also have strong written and oral communication skills. The DTS is a full-time salaried position requiring a non-traditional work schedule of daytime hours, evenings, weekends, and some holidays. Travel is required. The DTS will have regular exposure to outdoor activities and all-weather conditions. The Director Travel Soccer will perform the following essential coaching and administrative duties that include, but are not limited to:

Coaching duties include:

- Recruitment, background check, and selection, guidance, development and evaluation of coaching staff.
- Oversee all travel soccer programs of club.
- Responsible for working with the Club and appropriate club authorities on club tournaments and camps, player development program, and player retention program.
- Coordinate, oversee, and direct tryouts for all age groups.
- Host annual Parent Orientation Night at conclusion of tryouts.
- Coordinate training schedules for teams.
- Approve tournament schedules for USAI teams, consistent with philosophies of USAI and needs of individual teams and assist teams with choosing appropriate tournaments and playing leagues.
- Other duties as assigned or required by the Club and appropriate club authorities.

Administrative duties:

- Serve as USAI’s representative at league meetings and lead meetings when necessary.
- Report to the Board of Directors Coaching Committee, and work closely and collaboratively with Club and appropriate club authorities, in day-to-day operations of the club.
- Maintain positive relationships and open communication with Club and appropriate club authorities, coaching staff, team managers, parents, players, and community at large.
- Establish coaching evaluation program.
- Hiring and termination of coaching staff, subject to Club and appropriate club authorities’ approval.

Qualifications:

- Strong Leadership skills
- USSF National “C” coaching license or equivalent.
- Proficient use of e-mail, Word, Excel, PowerPoint, Office
- Background check required through US Club and US Youth Soccer.

Preferences:

- 4-year college degree preferred but not a must
- Prior experience as Director of Coaching preferred.
- Bilingual in Spanish preferred

Please submit resumes for consideration to HR@UnitedSoccerAllianceIndiana.org.