



Position Title: Casper Soccer Club, Director of Coaching

Position Description: The Director of Coaching (DOC) is a full-time exempt position with the Casper Soccer Club. The DOC is responsible for recruiting, leading, managing, and developing the coaching staff of the Casper Soccer Club. This person will collaborate with the Executive Director to maintain and continue to develop the soccer culture that aligns with the vision, mission, and value of the Casper Soccer Club. The nature of the position is supported by approximately 1100 members annually. The position involves a non-traditional working schedule. The DOC reports directly to the Executive Director.

Qualifications:

- USSF C License preferred, minimum of a USSF D license or a United Soccer Coaches National Diploma
- Minimum of 5 years coaching in youth soccer
- Director of Coaching experience preferred
- Program coordination experience
- Proficient in Microsoft Office programs (Word, Excel, PowerPoint, Teams)
- Knowledgeable about USSF, US Youth Soccer, USASA

Knowledge / Skills / Abilities:

- Support the Casper Soccer Club initiatives and continue to develop the programs
- Serve as the technical and tactical subject matter expert
- Recruit and manage the volunteer coaches for the CSC programs
- Evaluate the coaching staff on a regular basis
- Support the CSC Executive Director with administrative duties related to the coaching staff
- Articulate strong oral and written communication skills
- Work with the Academy Coordinator, provide guidance and mentorship and assist in recruiting and managing the volunteer academy coaches
- Coordinate and supervise the annual player identification/evaluation process for the competitive teams
- Execute club standards and continue to unify team programming across the age groups with a technical focus
- In coordination with the Executive Director initiate training and special programs throughout the year, appropriate to player and coach development
- Ability to diffuse conflict and provide helpful guidance toward resolution
- Investigate and resolve player/coach/parent issues in accordance with the CSC policies and procedures
- Available on-site for training and practice sessions, and hosted events and tournaments
- Available for designated out of town events/tournaments
- Attend board meetings

- Arrange quarterly coaching staff meetings with the competitive coaches
- Coordinate a summer camp schedule for a variety of skill levels
- Team player with excellent collaborative skills, able to work productively with various groups, personalities, and perspectives
- Willingness and ability to do a broad range of tasks
- Ability to prioritize and work efficiently and independently as well as with others

About the Casper Soccer Club

The Casper Soccer Club is located in Casper, Wyoming and is a nonprofit soccer organization affiliated with Wyoming Soccer Association and US Youth Soccer. The Casper Soccer Club is governed by a board of directors. The Casper Soccer Club, Central Wyoming's premier soccer organization, provides lifelong opportunities for challenge and growth - both on and off the pitch. The Casper Soccer Club provides soccer programming and opportunities for all ages and abilities to enhance soccer skills, promote a healthy lifestyle and help teach valuable life lessons.

Salary / Benefits / Hours

This is a full-time exempt position requiring approximately 40 hours per week. The Club will pay no overtime compensation. Seasonal surge requirements are March through May and August through October. Weekly office (on-site) hours will be required. Flexible hours. 10 days of vacation is available. Base annual salary is \$32,500. Additional income opportunities will be made available through seasonal club trainings, clinics and camps organized by the club.

Submit a cover letter and resume with references to docsearch@caspersoccerclub.com.

Applications will be accepted until November 30, 2020, with evaluations commencing upon receipt of each complete application. Short listed candidates are expected to receive notice by January 1, 2021. Final selection is expected by February 1, 2021. Short listed candidates may be required to conduct an in-person interview which may include a club visit.

****Only applicants currently residing in the US will be considered. CSC is not able to sponsor a work visa.****

The information contained in this job description is not exhaustive of all the duties and responsibilities of this job, nor is it intended to be an all-inclusive list of the skills and abilities required to do the job. At the discretion of management, duties and responsibilities may change due to reasonable accommodation or other reasons at any time.