



Position: Club Director

Organization Description: South Shore Select Soccer is a community-oriented soccer club based in Hingham, MA whose goal is to develop strong, confident and well-rounded young people through the game of soccer. They are making young people the best players they can be, while maintaining their love and passion for the game of soccer. They strive to make each player a better individual off the field by teaching them about a sense of community and social responsibility. They want the players to remember their time on the soccer field as a positive, competitive and heartfelt experience that prepared them for their future endeavors.

Position Summary: South Shore Select Soccer Club seeks a **full-time Club Director** to manage personnel and oversee programming across the Club. Reporting to the Executive Director/President, the Club Director is responsible for the day-to-day logistics and management of all of the Club's soccer programs and the Directors who manage each program. He/she is responsible for the smooth operation of year-round club activities through the successful management of the people who run each of the Club's programs.

Principle Responsibilities:

- Directly manage full- and part-time members of the Club's staff, including Program Directors, Assistant Program Directors, Head Coaches and Assistant Coaches, which requires regular formal and informal performance evaluation.
- Work in collaboration with the Program Directors and Club Administrator to plan and schedule all Club activities.
- Manage the overall Club calendar and scheduling and serve as the hub for the planning and scheduling of all training sessions, games, tournaments and events across the Club, working closely with the Club Administrator to facilitate effective communication of the calendar and schedule.
- Coordinate and schedule conferences with players and families.
- Manage relationships and serve as a contact for the Club with leagues, tournaments and partners.
- Attend on-field sessions with the lens of offering feedback to coaches.
- Lead professional development and training for Club coaching staff both by directly offering professional development sessions and also by engaging external resources to deliver training and coach development sessions.

The Ideal Candidate:

The Club Director is primarily a people management and project management role. The ideal candidate must have experience managing people toward established performance goals, especially in a coaching environment. The ideal candidate is an action-oriented professional who thrives in a hands-on work environment and has experience with complex logistics and scheduling. He/she has experience collaborating with a team to manage a growing program. He/she is able to work collaboratively with different constituents to get excited about a common goal.

Qualifications:

- Demonstrated experience managing people, especially in a coaching environment.
- Excellent written and verbal communication skills.
- Demonstrated experience developing soccer programming for youth.
- Demonstrated experience with scheduling and logistics within a complex environment that serves multiple constituencies of equal importance.

- Demonstrated experience with detail-oriented tasks and structures.
- Demonstrated interest in the South Shore Select mission and excitement about sharing it with others.
- Bachelor's degree or equivalent experience required.

Compensation: This position is compensated with an annual base salary, plus opportunities to increase total compensation through incentives. This is a full-time position and is eligible for benefits.

To Apply: Please send an email with a thoughtful cover letter explaining your interest in the position and your resume to: jobs@southshoreselectsoccer.com. The subject of your email should include "Club Director."

South Shore Select is an Equal Opportunity Employer and encourages candidates of all backgrounds to apply. Diversity of opinions, experiences, and backgrounds is a key asset.