

African Canadian Soccer & Cultural Association

Africa United Spring-Summer Youth Program Positions & Requirements



Youth Program Manager:

The selected candidate will be selected by Africa Canadian Soccer and Cultural Association, Executive and Board Members and will hold the position for two years from the date of appointment. The selected candidate will be expected to volunteer a minimum of 20 hours a month towards the youth program. There will be no remuneration for this position, however an honorarium will be provided to the candidate, which will be determined by the ACSCA Executive and Board Members. The program manager will be the direct contact between the ACSCA Executive and board members, players, program sponsors and parents. The program manager will create a program that will adhere to the guidelines and principles set out by BC Soccer Association. The Program Manager will report directly to the President

Planning & Budget

- Recruit, develop and directly manage programs staff, coaches and volunteers
- Form strategic alliances and partners with all private and corporate sponsors
- Develop a sponsorship and presentation package for sponsors interested in Africa United Youth program
- Develop a grassroots soccer programs with the Technical Director, Program Administration, and Program Coordinator
- Design and plan a yearly program calendar of events, training schedule and tournaments
- Assist in the preparation of the annual program evaluation and reporting documents with the program administrator
- Directly manage the technical staff budget dedicated to coaching and administrative personnel in the Club's technical department and associated programs and competitive teams
- Liaise with Executive and Board of Directors by attending all meetings and providing feedback to the board
- Assist in preparing the Annual Youth Program Budget in conjunction with the Program Coordinator and Program Administrator for review by the Executive and Board Members

Youth Spring-Summer Training

- Assist Technical Director in developing a systems for player evaluation to identify and ensure progress can be clearly defined for each player and all players are trained appropriately

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- Develop a high performance spring and summer program for competitive and recreational players
- Build community relationships with community stakeholders and families
- Develop and implement fitness programs to ensure the health and safety of all players
- Plan, deliver, and discuss session plans with coaches
- Provide board members with spring and summer reports for inclusion monthly board meetings
- Appoint and/or relieve the coaches and program staff from all team duties from time to time
- Assist in the execution of a social media strategy to parents, players and community members to stay connected the spring summer program

Experience and Qualifications

- Experience directly managing, mentoring and motivating highly qualified, advanced coaching personnel
- Experience coaching both male and female understand the design of appropriate technical programs
- Team player, with an ability to build consensus and collaborate as part of an integrated multi-functional management team.
- Minimum 3 years of experience working/volunteering in community sports
- Sound knowledge of African Canadian Soccer and Cultural Association Code of Ethics
- Minimum 2 year post-secondary education, preferably in Marketing, Sport Administration, or a combination of related experience and education
- Highly organized, with the ability to constantly re-prioritize
- Project Management experience, particularly the ability to build timelines Advanced computer skills, including Office and online software
- High degree of familiarity with soccer and sport programs is necessary
- In good standing with British Columbia Soccer
- Ability to promote Africa United at all times to the community
- High competency in judgment, self control, integrity and conflict resolution skills
- Satisfactory Criminal Records Check and Vulnerable Sector Screening required
- Willingness to become a member of ACSCA and adhere to ACSCA Constitution and Code of Ethics
- Minimum BC Soccer coaches certification “Soccer for Life”, or willingness to obtain certificate
- Ability to communicate in both written and oral communication
- Valid class 5 Driver’s License is required
- Eligible to work in Canada

Interested applicants please forward your resume to info@acsca.net and to secretary@acsca.net