



FDSA Summer Staff Positions

The FDSA has three (3) summer staff positions available for 2023; the responsibilities and details for each can be found below.

The qualifications/ requirements for all of the positions are as follows:

- Currently a full-time student who is returning full-time in the fall of 2023
- Soccer playing experience is required; coaching experience/certification is an asset
- Ability to oversee programs, tournaments, and special events
- Experience in customer service with strong interpersonal/communication skills and demonstrated professionalism
- Trustworthy and personable, with the ability to work independently and as a member of a team
- Excellent working knowledge of Microsoft Office suite of products and other software platforms
- Candidates MUST have their own vehicle/transportation

To apply: Submit a cover letter and resume via email to mdonahuewies@fdsa.org by April 14th, 2023, at 4:30pm. Be sure to specify in the body of the email the position(s) for which you are applying.

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Micro Soccer Coordinator

Responsibilities

Technical

- Overseeing technical staff coaches for Micro program
- Overseeing implementation of the POD program across the Micro teams
- Working with Site Leaders and POD leaders to implement the training structure
- Monitoring the training being done by each coach, and providing feedback

Administration

- Acting as first point of contact for players and parents in Micro program
- Assisting with program registration
- Recruiting and assigning volunteer coaches to Micro teams
- Assigning players to teams and keeping accurate lists
- Assisting with decisions regarding number of teams and league composition
- Developing, maintaining, and communicating league schedules
- Building relationships with coaches, volunteers, and parents in the Micro program
- Gathering formal and informal feedback to help improve programs

Jamboree

- Creating the communication plan for the Jamboree
- Developing the budget, schedule, manual, and other relevant event documents
- Evaluating success of the Jamboree and making recommendations for future events

Other duties as assigned by the Program Manager.

Position Details

- 35 hours per week
- Hours are primarily 12 – 8pm, Mon – Thu + Friday mornings. However, hours will fluctuate and some variable work on Sat/Sun will be required.



Mini Soccer Coordinator

Responsibilities

Technical

- Overseeing technical staff coaches for Mini programs
- Overseeing the implementation of Club curriculum
- Working with Technical team to deliver regular technical sessions
- Monitoring the training being done by each coach, and providing regular feedback
- Identifying promising players and coaches; promoting their respective developmental pathways

Administration

- Acting as first point of contact for players and parents in Mini program
- Assisting with program registration
- Recruiting and assigning volunteer coaches to Mini teams
- Assigning players to teams and keeping accurate lists
- Assisting with decisions regarding number of teams and league composition
- Developing, maintaining, and communicating league schedules
- Building relationships with coaches, volunteers, and parents in the Mini program
- Gathering formal and informal feedback to help improve programs

Minifests

- Developing the budget and schedule of activities for the events
- Scheduling and organizing volunteers
- Overseeing the execution of the event
- Evaluating the success of the event and making recommendations for future years

Other duties as assigned by the Program Manager.

Position Details

- 35 hours per week
- Hours are primarily 12 – 8pm, Mon – Thu + Friday mornings. However, hours will fluctuate and some variable work on Sat/Sun will be required.



Youth Soccer Coordinator

Responsibilities

Technical

- Overseeing technical staff coaches for the Youth program
- Overseeing the implementation of Club curriculum
- Working with Technical team to deliver regular technical sessions
- Monitoring the training being done by each coach, and providing regular feedback
- Identifying promising players and coaches; promoting their respective developmental pathways

Administration

- Acting as first point of contact for players and parents in Youth Program
- Assisting with program registration
- Recruiting and assigning volunteer coaches to Youth Teams
- Assigning players to teams and keeping accurate lists
- Assisting with decisions regarding number of teams and league composition
- Developing, maintaining, and communicating league schedules
- Building relationships with coaches, volunteers, and parents in the Youth program
- Gathering formal and informal feedback to help improve programs

Soccer Weekend

- Developing the budget and schedule of activities for the event
- Promoting the event to volunteers
- Overseeing the execution of the event
- Evaluating the success of the event and making recommendations for future years

Other duties as assigned by the Program Manager.

Position Details

- 35 hours per week
- Hours are primarily 12 – 8pm, Mon – Thu + Friday mornings. However, hours will fluctuate and some variable work on Sat/Sun will be required.