Richmond Hill Soccer Club

Job Description

Job Title: Community Outreach Coordinator

Reports to: Technical Director

Date: June 08, 2015

Job Summary:

- The Community Outreach Coordinator designs and coordinates community outreach programs and development of the Club within the greater community of Richmond Hill and surrounding area. This position includes implementing existing and future programs in various outlets that extend beyond in-house Club programming.

Responsibilities:

- Identify opportunities for Club exposure and programming expansion within the greater community.
- Coordinate and manage in-school programming associated with the Club.
- Support recreational programming in the Club.
- Actively promote Club programming and philosophies outlined in the RHSC Development Plan to future potential Club members.
- Create and present Club initiatives to existing or future stakeholder, including, but not limited to, schools, community groups, and other related user groups.
- Establish partnerships with organizations to ensure that everyone in the community has opportunities and exposure of Club programs available.
- Ensure that LTPD-principles exist among community programming.
- Provide monthly reports to the Technical Director outlining developments in community outreach programs.

Qualifications, Competencies and Skills Required:

A successful candidate will hold the following:

- Minimum OSA ‘B’ License, with a CSA National ‘B’ License or equivalent preferred.
- A University degree in a sports-related field is preferred.
- Knowledge of and support for the LTPD model and Canada Sport for Life initiatives.
- Experience working with both male and female players from U4 to Senior ages, at grassroots levels.
Teaching experience is an asset.
Experience working in a Club environment.
Strong interpersonal, communication (written and verbal), and presentation skills.
An ability to think and plan strategically, and effectively link technical planning with broader Club goals and intent.
Strong use of technology and various software (Microsoft Office, Session Planning software, etc.).
Must be fluent in English.

Salary will be commensurate with experience and qualifications based on approximately 40 hours per week.

Interested applicants should submit a cover letter and resume to RHSC President Diarmuid Salvadori at jobapplication@richmondhillsoccer.com.

Founded in 1968, the Richmond Hill Soccer Club is the largest recreational club in the town of Richmond Hill and largest club in the YRSA. There are over 7,000 year-round registrations within RHSC, with 92% of our Club's members being under the age of 19.

The mission of RHSC is to provide an opportunity for any person in the Town of Richmond Hill to play organized soccer at recreational and competitive levels for both indoor and outdoor and to assist all participants in reaching their potential.

In accordance with LTPD, RHSC is a strong supporter of player, coach, and referee development. If you do not hold any current coaching qualifications, but are interested in pursuing further development as a coach, please contact Technical Director David Shankland at david@richmondhillsoccer.com.

www.richmondhillsoccer.com

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