

Job Title: Arsenal Football Development USA Soccer Camps – Site Director 2021

Position Summary

Arsenal Football Development USA Soccer Camps' Site Directors are responsible for the direct care and supervision of all Team members and campers, customer service for campers and their families, development and evaluation of Team members, and the overall success of Arsenal Football Development USA Soccer Camps.

Position Objective/Purpose

We are seeking motivated leaders who believe deeply in the organization's mission and who display a record of leadership and achievement in effectively handling challenging situations, customer service, staff development and organizational leadership. Our team members are expected to make a positive impact on children. Arsenal Football Development Staff will receive comprehensive training, professional development, resume building and networking opportunities:

- internships and field work opportunities for graduate and undergraduate students
- coaching positions with continuing education and leadership opportunities
- great summer schedule
- competitive compensation
- employee referral bonus program

Position Scope Factors:

- Multiple locations in Pennsylvania, New Jersey, Delaware, New York, Connecticut, Maryland, Virginia, and Massachusetts
- Some travel may be required
- Hours: Monday, 6:30am - 5:00pm; Tuesday-Friday, 7:00am - 5:00pm. Schedule may vary depending on location and week.

Essential Job Responsibilities

- Group supervision of campers with attention to: behavior and group management, health and safety, security, and personal and skill development
- Monitor administration of all daily activities including the organization, supervision, and implementation of soccer skills, drills, instruction, and game play.
- Supervise and facilitate instructional coaching sessions to ensure proper form and technique being taught to campers
- Run daily operations of camp, creating a high energy, fun and creative experience for campers and Team members
- Supervise camp leadership and monitor administration of all daily activities
- Train team members in day-to-day operations
- Implement and direct the behavior management protocol for all campers and coaches on site
- Organize daily schedules and other activities. Lead special recognition programs.
- Conduct weekly team meetings and daily briefings.
- Ensure all organization policies and procedures are maintained and upheld

- Assist and support the General Manager with special events and field trips
- Attend all Arsenal Football Development USA Soccer Camps' events
- Bolster morale on site
- Communicate with camp families through written and/or verbal contact
- Encourage respect for personal property, camp equipment and facilities
- Facilitate pre-camp introductory gathering and post camp awards ceremony
- Organize all on field training activities
- Work closely with divisional and goalkeeping specialists to ensure quality of instruction
- Conduct mid and end-of-summer Team evaluations on direct reports
- Complete assigned paperwork
- Serve as a positive role model to campers
- Exhibit Arsenal Football Development USA Soccer Camps Core Values at all times and adhere to all company policies
- Follow the Arsenal Football Development USA Summer Camps Code and maintain the Arsenal Football Development USA Summer Camps Look (uniform appearance) at all times
- Demonstrate Arsenal Virtues of Character (Gratitude, Respect, Trustworthiness, Effort, Kindness, Positivity, Resilience, Community) in camp on a daily basis
- Other responsibilities as assigned

Position Competencies for Success

- Understand and support the mission of the organization
- Desire to make a difference in the life of a child
- Commitment to the growth and development of youth
- The ability to work effectively with others in all levels of the organization in a professional manner
- Excellent judgment, ability to identify problems and works quickly to find solutions
- Positive attitude
- Patient, caring and creative
- Commitment to producing consistent, high-quality work
- Flexible, adaptive and a Team player
- Desire to make a difference in the life of a child
- Strong organizational skills
- Outstanding critical thinking skills
- Experience holding adults accountable and conducting evaluations
- Ability to execute against a set standard of expectations and protocols

Experience Requirements

- Minimum of 3 years management or people development experience
- Demonstrated experience in effectively managing staff and developing talent
- Successful experience with group facilitation skills and public speaking
- Previous camp leadership experience as it pertains to this position
- Minimum 4 years of advanced soccer playing and coaching experience
- Thorough knowledge of soccer industry
- Experience working and directing at a Sports Camp or soccer camp
- Youth coaching experience (required)

Certification Requirements

- First Aid/CPR certification (preferred)

Education Requirements

- Bachelor's degree or the equivalent in work experience

Other Skill Requirements

- Outstanding communication skills: These include the ability to use oral and written skills that are clear, concise and grammatically correct in all aspects of professional interaction with campers, their families, peers, leadership team and the larger community.
- The ability to manage multiple tasks and people simultaneously, with minimal supervision, in an environment subject to interruptions.
- A willingness to work non-standard hours and occasional weekends
- It is understood you will complete all trainings and pre-employment credentials required by Arsenal Football Development USA Summer Camps and the state you are working in.

Covid 19 Health & Safety Protocols

Arsenal Football Development USA Soccer Camps has developed and will be implementing an Advanced Safety Plan to ensure our campers, team members, and parents thrive in a safe environment. This plan includes detailed safety measures in the following areas. Team members will be trained on all protocols and full compliance is expected.

- Limited enrollment and smaller group sizes
- Camper & staff screening with use of Personal Protective Equipment (PPE)
- Cleaning, disinfection & handwashing
- Premier outdoor facilities
- Reasonable contact reduction, including social distancing practices
- Symptom Management Action Plan
- Specialized Safety Training

Reporting Relationship(s)

- The Site Director takes direction from and is overall accountable to the General Manager. May also take direction from Chief Experience Officer and Regional Director.

Working Conditions and Physical Requirements

- Push/pull, lift and carry a minimum of thirty-five (35) pounds across campus
- Work outside, upright and mobile for six (6) to eight (8) hours per day
- Respond to emergency situations which may include running (up to 1 mile in some cases) and ascending stairs without undue exertion
- Possess physical capacity to fulfill all essential job functions responsibilities listed above

This job description is subject to change at any time.