



GDA Assistant Director Job Description



Salvo Soccer Club will participate in US Soccer's Girls' Development Academy (GDA) in the U14, U15, U16, U17, and U18/U19 age groups beginning in Fall 2019.

Salvo SC is actively pursuing an ambitious Assistant Academy Director that:

- Has a history of managing programs at a high level
- Is a leader of highly skilled people with diverse backgrounds
- Is a skilled communicator with players, parents, coaches, and staff
- Will contribute to our club in addition to their involvement in the GDA

Salvo SC offers a work environment dedicated to individual and collective growth.

Primary Duties

- Ensure that US Soccer's player development philosophy is being implemented within all aspects of Salvo SC's GDA
- Focus on supporting team environments to help coaches create a platform to develop Youth National Team players, top 30 Division 1 soccer players, and professional players
- Assist GDA Director in Managing Professional Development Plans for coaches and staff on a quarterly basis
- Attend games and events
- Lead scouting
- Oversee all travel arrangements for GDA
- Assist GDA Director with formal on field evaluation of coaches
- Assist GDA Director with try-outs and seasonal plan implementation
- Assist GDA Director and High Performance (HP) Director in designing player profiles and a player development framework
- Assist GDA Director and HP Director in selecting coaches and staff for GDA
- Assist GDA Director and Head Coaches with player selection taking into account current and potential ability
- Assist GDA Director and Head Coaches in designing a comprehensive age appropriate annual training plan
- Promote Salvo SC in the greater community by attending public functions and events in order to increase the club's profile and raise program awareness
- Adhere to all established GDA and Salvo SC processes and protocols
- Contribute to other sporting and professional moments within Salvo SC (futsal, camps, courses, events, meetings, media, etc.) as assigned
- Report to the GDA Director and High Performance Director

Minimum Qualifications

- USSF B License
- Strong knowledge of elite player development
- Track record of developing high level programming



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- Prior experience managing high performing people
- Exceptional time management skills with the ability to prioritize work
- Committed to working a non-traditional schedule
- Comfort utilizing Microsoft Office Suite
- Comfort utilizing web based platforms
- Valid driver's license and the ability to be insured to drive rented vehicles required

Preferred Qualifications

- USSF A
- Bilingual (English and Spanish)
- Experience editing video
- Ability to integrate video, data analysis, and sports science into training and game preparation
- Social Media experience (Facebook, Twitter, Instagram, etc)
- Player recruitment process (identification, managing, recruiting)

Note: When you apply for this job, please include:

- Resume
- Player Development Philosophy
- Parent meeting presentation (MPE)
- Sample weekly parent update (email)
- Staff meeting presentation
- Sample staff bi-weekly communication email
- Sample of feedback provided after an On-field coach observation
- Social Media handles
- Answers to the following questions:
 1. What about being a GDA Assistant Director most interests you?
 2. Please explain how you see this role meeting your long term professional goals?
 3. Do you have previous experience managing a staff and coaches?
Please describe

All inquiries are treated confidentially.

Submission of Interest: Development Academy

Interested candidates should send their cover letter, resume, references, and requested submissions to:

Peter Rivard, Technical Director – Salvo SC, privard@salvosoccer.org

The Club offers a competitive compensation package and is an equal opportunity employer.

Please see salvosoccer.org for more information on the club