



**Job Title:** Grassroots League Program Coordinator

**Contract Position:** August - November 2024

Soccer Unity Project is seeking a Grassroots League Program Coordinator as a part-time position that has non-standard hours. The Grassroots League Program Coordinator will lead our recreational, grassroots program and work directly with program staff, volunteers and coaches. We are looking for an energetic person that has a history of 1) developing youth programming and designing curriculum 2) managing volunteers 3) working with children between ages 3 to 14.. This position reports directly to the Soccer Unity Project Executive Director and works in partnership with other staff. Note: position has potential for multiple seasons/year round opportunities.

### ***Responsibilities***

- Create a positive, safe environment with players and parents/caregivers for developing a love of the game that adheres to Soccer Unity Project Code of Conduct.
- Lead staff, volunteer coaches for in-house league and clinics..
- Plan weekly practice sessions and oversee execution with staff and volunteer coaches for Pee Wee Clinics, Kindergarten Clinics, Grade 1-2, Grade 2-5 & Grade 6-8 in-house league divisions, as well as adaptive/unified soccer programs.
- Send lesson plans weekly and host Zoom meetings for session planning with volunteer coaches.
- Analysis of sessions with other staff to improve quality, execution and structure of the program.
- Manage practice fields and game days including coach/volunteer and player support, sideline oversight to create a positive, fun, developmental environment for volunteers, players and families.
- Adhere to US Soccer, Mass Youth Soccer and Soccer Unity Project's highest standards of sportsmanship, professionalism and player development.
- Work with other staff to manage communication with volunteers, players and parents/caregivers.
- Demonstrate leadership qualities with volunteers and coaches.
- Manage conflict resolution as needed with players, staff, coaches, volunteers and parents/caregivers.
- Support development of players and coaches to move on to our travel soccer program.

### ***Community Engagement & Cross-Cultural Competence::***

- Engage with diverse communities to promote participation in the soccer program and facilitate a welcoming environment for players and their families.
- Act as a positive role model and advocate for diversity, equity, and inclusion within the soccer community.
- Demonstrate sensitivity and respect for cultural differences among players, families, and staff.
- Adapt coaching strategies and communication styles to effectively connect with individuals from diverse backgrounds.
- Promote cross-cultural understanding and teamwork among players to enhance their overall soccer experience.

### ***Desired Qualifications***



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MORE THAN PLAY

- Experience managing volunteers or staff across age, gender and identity
- Ability to demonstrate soccer drills and design soccer trainings
- Strong planning, organizational and communications skills
- Strong leadership, collaboration skills and conflict resolution skills
- Experience working with youth ages 3-14
- Outgoing, charismatic personality with the ability to effectively communicate with all stakeholders and navigate challenging situations
- Proven computer skills, specifically using email, spreadsheets, presentations, phone apps

## ***Desired attributes***

- Previous soccer specific coaching and/or program management experience
- Previous staff/volunteer management experience
- Preference for a candidate that speaks English and a second language (Spanish or other)
- Played the game at the high school, college or professional level
- Experience working with communities of color and diverse populations, and has taken or has desire to take trainings to further understanding of racial equity practices and sport for youth development

Job Type:	Part-time, contracted
Salary:	\$5,000 compensation for one season, potential for additional compensation dependent on experience and certification level
Season:	10 weeks August to November, optional Winter, Summer and Fall opportunities
Hours per week:	10-12 hours per week, on field Tue 5:30-7:30p, Thu. 5:30-7:30p and Saturdays from 8a-2p plus 3-4 hours for meetings and virtual work for administration, communications
Location:	Soccer fields in Boston, South End / Roxbury

## ***To work for Soccer Unity Project, staff must:***

- Have authorization to work legally in the US
- Pass background check and all required registrations and trainings with Mass Youth Soccer & US Soccer
- Access to reliable and consistent transportation

Interested candidates should submit resume with letter outlining their experience as a player, coach, working with volunteers, and/or working with youth and diverse populations to Caroline Foscatto, President and Founder, [carolinef@soccerunityproject.org](mailto:carolinef@soccerunityproject.org)

## ***About Soccer Unity Project***

Soccer Unity Project is a certified 501(c)(3) non profit based out of Boston, MA. Soccer Unity Project reimagines the power of soccer to build community, connect people from diverse backgrounds, and promote equity in youth play. Our free soccer programming activates varied levels of play for over 1,200 youth and 800 adults annually. We see the soccer pitch as a hub of intersection and seek to build a safe, inclusive space for families to connect through their shared passion for sport without the financial burden of play.

Learn more at <https://www.soccerunityproject.org/>