

WATERLOO MINOR SOCCER CLUB

Technical Director – Job Description

BACKGROUND

WMSC operates as a nonprofit youth soccer club in the Regional Municipality of Waterloo and wishes to offer its members the highest possible technical leadership to meet the expectations of the athletes, coaches and parents of WMSC's Competitive, Pre-Competitive and Advanced Recreation programs.

OVERALL ACCOUNTABILITY

The Technical Director (TD) is accountable for developing, implementing and supervising player and coach development programs. The TD shall provide leadership, guidance and mentorship to all coaches. The TD shall support the Club and all programs.

KEY RESPONSIBILITIES

The TD shall hold the following responsibilities:

1. Administration of Technical Programs

- Recruit, retain and assign Development and Competitive coaches;
- Build annual Technical Plan that aligns with the Club's Strategic Plan and Values;
- Work closely with admin staff to maintain current files on players, coaches and staff;
- Provide on-going reporting regarding technical programs, resources and key metrics;
- Establish technical staff requirements to support programming;
- Recruit (as required) and retain qualified technical staff;
- Conduct performance reviews, track progress of Performance Metrics throughout the year.

2. Coach Recruitment and Development

- Design and administer an overall coach development program with the objective of developing various levels of coaching expertise to support all programs;
- Manage, support and deliver on a female coach mentoring and development strategy;
- Identify, recruit and develop a sufficient number of qualified volunteer head coaches and assistant coaches to support all competitive teams;
- Develop and implement a coach evaluation process that includes: written assessments, interviews and feedback, specific recommendations for further development and follow-up;
- Build and implement a development plan for each competitive coach;
- Oversee coach training and mentorship, including the development and execution of coaching seminars and training sessions;

3. Youth Player Development

- Evaluate ongoing player development needs and issues;
- Build competitive and player development models to support Ontario Soccer guidelines;
- Design programs to support the player development models. Program components are to include pre-season and in-season training for competitive players, and training camps;
- Develop and implement a player evaluation process that includes: written assessments, feedback to players and parents, and recommendations for individual development;
- Supervise the tryout process, ensuring that club policies are followed and that all players who participate are given an opportunity to demonstrate their skills.

4. Other duties as may be assigned from time-to-time.



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Qualifications

- Candidates must possess a minimum National A License or equivalent certification;
- Minimum 5 years' professional experience in a youth soccer club;
- Leadership skills, mentoring ability and program development;
- Organization skills and the ability to effectively manage resources;
- Strong verbal and written communication skills;
- Proficient computer skills;
- Can work effectively with volunteer coaches, technical staff and office staff;
- Must clear a criminal record check and vulnerable sector search.

Salary commensurate with qualifications and experience.

Interested candidates may apply by submitting a resume with cover letter to: TD Search by email: jobs@waterloounited.com. Please clearly indicate in the subject line: **Technical Director Application**

The position will remain open until filled. We thank all applicants, but only those selected for an interview will be contacted. No phone calls please.



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