



NORTH

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SOUTH

☎ 281-724-9915

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League City, TX 77573

HTXSoccer.com

Recreational Program Director

Position title	Department / division	Reports to
Recreational Program Director	Grassroots	Grassroots Director

Position purpose

This is a **full-time position** responsible for overseeing one of our Recreational program locations implementing all rules, SOPs, and policies of the club.

Unique aspects to this position

The position requires an **outgoing** personality, the ability to demonstrate and **articulate** the fundamental techniques and tactics of soccer relevant to all age groups. History of playing and coaching at various levels is desirable.

Job duties

- **Off Field:** no set hours – use club offices as a resource if and as needed.
- **On Field:** Monday-Saturday (Feb-May & Sept-Nov) oversee **Field Setup, Team Practices, Skills Training & Street Soccer.**
- **Communication:** create and distribute all external comms to Woodlands Rec members.
- **Coach Education:** lead, educate and support volunteer coaches.
- **Team Formation:** create teams bi-annually following cyclical registration windows.
- **Volunteer Education**
 - Appoint, educate and support volunteers
 - Approve rosters, practice schedules, game schedules, manuals & brochures
 - Conduct coach’s clinics & meetings as requested by Grassroots Director.
- **Events:** work club events & tournaments as assigned
- **Promotion:** of club events, camps, tournaments & fundraisers
- **Recruit / Retain:** grow the program per targets set by Grassroots Director.

Requirements

- Ability to work 40 hours per week
- Availability to work weekends
- Ability to lift up to 50 pounds
- Located in Houston, TX or surrounding area
- Ability to use all Microsoft programs
- The ability to effectively recruit, organize, communicate and educate volunteers

Compensation

This is a full-time salaried position with option for health insurance and 401K contributions. Salary based on credentials and previous experience.

Interested candidates can send their resume to The Grassroots Director at Recreational@HTXSoccer.com

