

EAST MEADOW SOCCER CLUB ("EMSC")
DIRECTOR OF COACHING ("DOC")
JOB DESCRIPTION

Duties and Responsibilities

- The DOC shall oversee all soccer related activities and the development of the club, its teams coaches, trainers and players. The DOC shall develop, operate and oversee programs for all levels of play and is responsible for all aspects of soccer operations within the club. The DOC shall act as an ambassador for the club and promote the interests of the club at all times.
- The DOC will be responsible for, and have final approval of all hiring, assigning, reassigning, and termination of any/all trainers, team administrators and/or club staff of EMSC.
- The DOC does not need Board approval for any decision or action related to club staff, trainers or team administrators.

Supervision and Oversight

- The DOC shall report to the Travel Commissioner with respect to all matters concerning the travel teams and the President regarding all other matters pertaining to the club; and shall work closely with the President and Travel Commissioner with respect to the day-to- day operations of the club, including staff assignments.
- DOC will attend Board meetings at the request of the President and/or Travel Commissioner and as the DOC's schedule permits.

Training and Development

- DOC shall be responsible for overseeing the activities of club staff (i.e. trainers and team administrators) and ensure that all staff adhere to club by-laws, policies and procedures.
- DOC shall establish a written Player Development Program ("PDP") for all levels of play in the club. DOC shall oversee the implementation of the PDP.
- The DOC will perform coaching education and development programs for the staff and Board of EMSC as deemed necessary by DOC.
- DOC will recommend and/or implement coaching education programs for any and all staff designated for such programs. Any staff that does not adhere to recommendations may be reassigned or terminated by the DOC.
- DOC will hold parent and/or player meetings as necessary.

Club Administration

- The Board of EMSC will provide all administrative support requested by the DOC involving any and all soccer programs in the club, soccer camps and programs and team related aspects. The Board will also provide all administrative support related to promoting the club, it's events, and programs as directed by the DOC.

DOC Evaluation

- The Board of EMSC will provide an evaluation, at the Board's direction, of the DOC and his duties every 6 months throughout the term of the contract, and will be conducted by the Travel Commissioner and the President.