



Pendleton Youth Soccer Association

Academy Director

Job Description

The PYSA Academy Director is responsible for working closely with the PYSA Board of Directors to create, communicate, and implement a holistic development model for all players who train and compete within the PYSA Academy divisions. The Academy Director will also work closely with this program's coaches and the Directors of Rec Plus, Rec, and u6.

Duties and Responsibilities

- a. Provide assistance to Academy staff throughout the club year to include the implementation of established development targets by age (and Academy division), curriculum maps by season, session ideas, and coach development/mentoring, and identification of players;
- b. Take lead in solidifying Academy staff from current club year to next;
- c. In collaboration with the PYSA Board of Directors, assist in planning and conducting skills courses and clinics throughout the winter training period (November - March);
- d. In collaboration with the PYSA Board of Directors, create schedules for each Academy team each season (fall and spring);
- e. Plan and conduct successful Academy evaluations (tryouts) each summer (June) for upcoming club year;
- f. Plan and conduct identification opportunities of players throughout the club year;
- g. Assist with any planning and/or conducting of summer camps after tryouts (June and/or July);
- h. Use of film/video/supplemental curriculum resources to reinforce implemented program curriculum and encourage at-home training;
- i. Communicate with the PYSA Board of Directors the success (and strain) within the age-appropriate targets, objectives, lessons, and activities for PYSA Academy players;
- j. Engage PYSA Academy families (the "why" to what is being delivered to our players, differences between our PYSA programs, and rally support and desire to volunteer and get involved);
- k. Plan/organize, communicate, and lead pre-season, in-season, and post-season meetings and evaluations with players and families of the PYSA Academy program (with the assistance of Academy staff);
- l. Attend meetings as established by the PYSA Board of Directors and report on the PYSA Academy program;
- m. Assist with planning and execution of any future events hosted by PYSA;
- n. Assist with planning and attend future PYSA functions and fundraising events/campaigns;
- o. Assist with field set-up, tear down, and maintenance for PYSA training and/or game sites as applicable;
- p. Communicate in consistent manner pertinent information to PYSA Academy player and families;
- q. Ensure all PYSA mandated certifications have been completed, as well as by Academy staff;
- r. If coaching teams, responsible for conducting post-season evaluations for players and families;
- s. Conduct post-season evaluation of PYSA Academy coaches.
- t. Communicate program field and facility needs to the Field Operations Director in a timely and organized manner to ensure effective scheduling and support;

Compensation

Compensation of \$1500 dollars (One-thousand five hundred dollars) for the fall season, paid monthly from July-November in the amount of \$300, and compensation of \$1500 (One-thousand five hundred dollars) for the spring season, paid monthly February-June in the amount of \$300 for a cumulative annual salary of \$3000 (three thousand dollars).