

SPRINGSPIRIT



“Our mission is to provide safe pathways for youth to realize life opportunities through sports, education, and mentoring programs based on Christian principles.”

Job title	<i>Competitive Softball Operations Manager</i>
Reports to	<i>Athletic Director</i>
Hours/Week	<i>40 hours/week</i>

Job purpose

The Competitive Softball Operations Manager is responsible for creating, implementing and executing a competitive softball strategy that helps achieve overall SpringSpirit goals for competitive softball players. This position will also develop a recreational program to continue to feed players into our competitive program.

Key tasks and responsibilities

Planning

- Work with Pitner Campus Director, Softball Committee, and Sports Administrator to create, execute, and monitor a softball strategy to develop players and achieve SpringSpirit and team goals.
- Develop annual budget, plan and goals for competitive Softball.
- Balance goals against budget and define necessary resources.
- Direct teams in planning efforts.
- Define coaches' development plan for competitive coaches that aligns with SpringSpirit's competitive goals.
- Develop coaches to teach recreational fundamentals that are consistent with our competitive teams.
- Identify and recruit coaches of high character and technical knowledge.

Program Delivery

- Consistent onsite oversight of all softball program activities.
- Accountable for ensuring participant satisfaction with program.
- Evaluate and make adjustments to program as needed in order to achieve goals as well as player satisfaction.
- Actively recruit to our needs and to build a successful program and create excitement in the community towards softball.
- Contribute and participate in holistic development of participants, including participants not in competitive softball.
- Mentor through our mentoring program a minimum of one student.
- Create strategy for individual player development and ensuring implementation of strategy and tracking of results.
- Accountable for evaluating and reporting on program progress throughout the year to leadership and board.
- Work with Youth Ministry and Education teams to ensure cross-team goals are achieved.
- Accountable for deploying ministry curriculum across competitive softball.
- Deliver program within defined budget and update estimates on a timely basis.
- Accountable for metrics and grant reporting as required.

- Working with others to ensure scheduling of fields as appropriate.
- Accountable for creation of coaching philosophy and ensuring consistency across coaches/teams.
- Assist with recruitment, development and responsible for training of coaches and volunteer coaches.
- Responsible for annual evaluation and development of coaches.
- Work with procurement assistant to ensure items are ordered as needed.

Community Engagement

- Maintain positive relationships with staff, volunteers and community partners.
- Build and maintain excellent relationships with the families in the community.
- Create opportunities to build a consistent volunteer base.
- Maintain relationships with local high schools, clubs and college Softball coaches.
- Communicate with coaches and ensure communication with parents occurs regularly.

Leadership

- Provide best practices around coaching and player development across all competitive teams.
- Work closely with other competitive sport managers to share best practices and ensure process consistency when applicable.
- Contribute to overall annual planning efforts of organization.
- Responsible for managing internal team and community dynamics and raising issues when appropriate.
- Represent SpringSpirit core values to maintain and build community partnerships.
- Ensure all programs adhere to risk management guidelines.
- Suggest fundraising ideas; help execute fundraising events.

Expectations

- Desire to work with youth
- Initiate and maintain program excellence
- Present yourself in a positive, professional and Christian manner that builds community and partner connections
- Strong team player
- Demonstrated strong leadership and organizational skills
- Ability to work evenings/weekends/etc.
- Embrace SpringSpirit core values and mission goals
- Desire to grow in faith and be excited to share Christ's teachings with others
- Embrace and learn about the culture and people of Spring Branch
- Willingness to step into roles and responsibilities as mission needs may dictate

Qualifications

- 3 to 5 years of success as the head or assistant coach at the high school or developed club level.
- Demonstrated success in developing practice and player development plans.
- Experience managing a program budget and associated staff.
- Existing relationships with local and regional coaches.
- Bilingual English/Spanish preferred.

Direct reports

- Softball coaches

Contact information

Please contact SpringSpirit at careers@springspiritSoftball.org for more information regarding this role.