

Youth Sports Director

KEVA Sports Center is looking for a fun, energetic, dependable **Youth Sports Director** to work with our Youth Sports Program. KEVA has three main youth sports programs- My First Sports for ages 18 months- 6years old and Athletic Kids ages 7-14 years old, and KVA Volleyball for ages 9-16 years old. These programs consist of classes, leagues, birthday parties, schools out and summer camps, and events.

Responsibilities of this position would include but are not limited to:

- **Managing**
 - Managing coaching staff 10-25 coaches
 - Hire and oversee proper training of all youth staff
 - Management of two full time Assistant Youth Managers
- **Program Administration**
 - Improving and managing the operations of all youth programming
 - Ensure full compliance with state camp guidelines
 - Create/improve curriculum and practice plans based on the physical and emotional development of children from ages 18 months to 14 years
 - Departmental manual updates and policy creation
 - Monitor and improve upon established training programs for staff
 - Equipment maintenance management
- **Coaching Ages 18 months- 14 years old**
 - Hands on coaching classes, leagues, birthdays, etc.
 - Performing regular audits of programs to ensure quality
- **Sales and Marketing**
 - Develop and perform marketing campaigns such as sales calls, referrals, social media, brochures, partnering with local groups, schools, and businesses, etc.
 - Manage quality control to ensure customer retention
 - Perform registrations for upcoming sessions
 - Create and maintain relationships with current participants and their guardians
 - Generate new sales through networking and attending expos and conventions

Employment Details:

Hours vary – KEVA operates on a 9-week session calendar year-round. Hours range between 9am-6pm and may include weekends depending on programming and departmental needs. This is a full-time salaried position and wage is dependent on experience, certifications, and general position fit. This position includes health, dental, paid time off and other benefits. Inquire for more information

Knowledge and Skill Requirements:

- 2-5 years of direct childcare/coaching
- CPR certification is required for this position, must be willing to attain certification upon hire.
- 2-5 years of direct staff management including scheduling, conflict management, and delegation of duties
- 2-5 years experience in creation or administration of child developmental programming such as classroom/curriculum management, Childcare/Daycare Administration, State Certified Camp Administration, or any other higher level child programming creation or administration.

Hours: Monday-Friday 9am-6pm with the occasional evening or weekend

Compensation and Benefits:

- Annual Salary
- Paid Time Off
- Health Insurance
- Dental Insurance
- Vision Insurance
- 401k
- Free participation in leagues and KEVA programs
- Management retreats
- Educational and professional development opportunities
- Holiday time off