

## Executive Director/Director of Operations

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Racine Area Soccer Association in Franksville, WI 53126

Full job description

Job Summary:

As the leader of Racine Area Soccer Association, the Executive Director/Director of Operations will implement the organization's vision and mission, ensure optimal coordination of soccer and business operations, and guide the strategic direction of the soccer club.

Responsibilities:

- Provide strategic, operational and financial leadership for staff and programs to ensure the successful execution of the organization's objectives and philosophies.
- Work closely with the Technical Director/Director of Coaching and Program Directors to support the alignment of the club's strategic soccer initiatives and proper execution.
- Maintain sound financial administration, including implementation of accounting policies, financial controls, risk management procedures and an annual operating budget to be approved by the BOD.
- Expand and diversify revenue generation activities and other funding strategies that ensure organizational sustainability as well as the ability to provide for new programs and initiatives.
- Guide the development of a successful capital campaign and fundraising efforts to support the renovation and enhancement of Soccer Complex of Racine (SCORE).
- Actively manage and constantly enhance the quality of our soccer complexes and fields to create the best possible experience for club members and hosted events.
- Lead and oversee the personnel management efforts for all staff (W2 and Independent contractors) by providing proper leadership, resources, work environment, professional development and performance management that rewards excellence and emphasizes mutual respect.
- Refine existing processes, systems and policies to ensure consistency and an efficient and effective workflow.
- Communicate frequently with members, partners and other stakeholders as well as building relationships with League representatives, State and National governing bodies and related parties.
- Attend and participate in all BOD meetings and BOD committees in addition to providing comprehensive written management reports to the BOD monthly.

## Qualifications:

- Minimum of bachelor's degree; professional experience to be consider in lieu of a degree
- 5+ years of professional experience in soccer or sports management; prior experience running a youth sports organization and/or complex is a plus.
- Successful track record of revenue generation and fund raising to support key initiatives and a multi-year capital program.
- Ability to think and plan strategically and practically to translate the mission, vision and strategic initiatives into a results-oriented environment.
- Knowledge of the regional and national soccer landscape to navigate the success of the soccer club.
- A positive, growth-mindset personality that can collaborate with soccer and business professionals as well as interfacing with players and families.
- Exceptional verbal and written communication skills.
- If you are a visionary leader with a passion for driving organizational growth and excellence, we invite you to apply for the Executive Director position. Join us in making a meaningful impact with our soccer club and in the community through strategic leadership and execution.

To apply for this role, please send your resume/cv to [board@rasasoccer.com](mailto:board@rasasoccer.com)

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Job Type: Full-time

Pay: TBD

Schedule:

Monday to Friday

Weekends as needed

Work Location: In person