



PROGRAM COORDINATOR **SOCCER WITHOUT BORDERS COLORADO – AURORA**

Soccer Without Borders (SWB) is a non-profit organization that uses soccer as a vehicle for positive change, providing newcomer refugee, asylee and immigrant youth with a toolkit to overcome obstacles to growth, inclusion, and personal success. SWB Colorado is seeking a welcoming, inclusive, and motivated individual to join our team as the Program Coordinator in Aurora, Colorado.

Our vision is to build a more inclusive world through soccer, where all youth have the opportunity to reach their inherent potential. Newcomer refugee and immigrant youth are one of the most vulnerable populations in the United States today, facing complex barriers to integration, academic success, and leading happy and healthy lives. Our model is rooted in research, which helps us understand the complex factors that affect the youth, families, and communities we work with. SWB's model includes four organizational lenses: access and inclusion, health, youth development, and trauma-informed practices, each representing a body of research that informs our program design. Our programs integrate the three pillars of soccer, education, and community, supporting our participants to grow, integrate, and be successful.

In Aurora, SWB will implement school-based programming with middle and high school students during the academic year, and will expand to serve elementary, middle and high school students in the community during the summer months.

POSITION DESCRIPTION

In 2019, SWB Colorado will be expanding our year-round program model to a new school community in Aurora. This expansion will provide an opportunity for significant leadership, and the ability to establish a lasting partnership between SWB and the Aurora community. The Program Coordinator will be responsible for planning and leading implementation of after-school programming at Aurora West College Preparatory Academy. The success of this new partnership between SWB and the Aurora community will depend heavily on the relationships developed between the Program Coordinator, students, school partners, and families.

1. Direct Service (75%): The Program Coordinator is the on-site leader of SWB program implementation. Specifically, the Program Coordinator has primary responsibilities in the following areas:

- Player Recruitment & Retention
- Season Planning
- Practice Planning & Facilitation
- Player Evaluation/Goal Setting/Check-In Facilitation
- Intern & Volunteer supervision, feedback, and escalation of cases for concern
- Game Preparation (including transportation coordination)

2. Program Support (25%): The Program Coordinator will also play a key role in securing the inputs needed to ensure SWB Colorado can operate successfully. Specifically, the Program Coordinator has primary responsibilities in the following areas:

- Timely Monitoring & Reporting (Attendance, Academic Monitoring when necessary, etc.)
- Event Planning & Participation (including fundraising events such as Small Goals Big Change)
- Student & Family Engagement (including house visits and mentor matches when necessary)
- Social Media (providing material for communications, stories, photos, videos, etc.)
- Other projects as assigned

ABOUT YOU

- Energetic, dynamic, engaging and creative as a leader
- Self-starter, entrepreneurial individual able to take the initiative and be a creative problem solver
- Experience working with youth, coaching soccer and able to plan/adapt practice sessions according to age and ability
- Attention to details and a “get it done” mentality
- Dedicated to creating an inclusive atmosphere for all participants, communicating and implementing team rules and positive culture, and showing an active interest in getting to know all program youth and their families
- Willing to be flexible as plans change
- Interest in working with a group of volunteer assistant coaches and comfortable delegating tasks
- Commitment to SWB values and SWB Greeley program priorities

REQUIRED SKILLS AND QUALIFICATIONS

- Bachelor’s degree
- 1-2 years of full-time work experience
- Ability to communicate positively and efficiently with many audiences
- Excellent organizational skills
- Excellent problem-solving skills and ability to address challenges with creative solutions
- Comfortable coordinating large groups of people, youth and adult
- Strong attention to detail and ability to meet deadlines

- Commitment to the potential of all young people, and the power of sport to create social change
- Experience with a team sport and/or sports-based youth development organization

PREFERRED QUALIFICATIONS

- Proficiency in Spanish
- Driver's license and personal transportation

TIME COMMITMENT & COMPENSATION

The Program Coordinator position is a full-time position based at our Aurora, CO program site, with occasional events at our Greeley, CO program site and other locations throughout Colorado. The Program Coordinator will join the SWB CO team in **May 2019**. While the majority of this position will be completed during the weekday, oftentimes events and trainings will occur on weekends and evenings. This position offers a salary competitive with peer organizations of the same size, includes a healthcare stipend, generous vacation time, and a flexible office schedule. Unfortunately, SWB is not able to provide visa sponsorship, so applicants must have US Work Authorization. SWB encourages persons of any race, ethnicity, faith, sexual orientation, gender identity, and background to apply.

INTERESTED?

Please send an email describing your interest along with a resume with two references to SWB Colorado Director Casey Thomas at casey@soccerwithoutborders.org.