



St. Louis Development Academy  
<https://stlouisda.com/>

## JOB DESCRIPTION – Girls Academy

Girls Academy Director  
Contract: Full Time Position  
Location: Maryland Heights, MO

Starting Salary Range: based on experience

## ABOUT ST. LOUIS DEVELOPMENT ACADEMY

### GIRLS ACADEMY DIRECTOR

#### **SUMMARY**

The GA Director is the primary contact for league representatives, conference representatives and parents. The position will assist as a contact to the Referee Association and ATC Association. The GA Director oversees all soccer-specific activities of the Girls Academy program, ensuring the standards are being upheld and the club is performing within the Girls Academy Frameworks efficiently and effectively.

The GA Director will report directly to the President of STLDA, working collaboratively to ensure strategic goals of the club are being met. This position will be required to provide regular updates to the STLDA Board of Directors.

#### **The primary duties, tasks, and responsibilities include, but are not limited to:**

The GA Director provides day-to-day management of the soccer component of the Girls Academy program to ensure the quality of soccer is tracked and evaluated, with a commitment to driving the level of competition forward, and showing a growth of development for all players involved in the club.

- Collaborates with STLDA Leadership in club planning and oversight.
- Reviews and tracks compliance of administrative and technical standards for all players and staff registered in the Girls Academy through the GotSport platform.
- Develop and implement a platform specific development plan utilizing specific age group periodization.
- Implement educational programming for the parents and the players to include, but not limited to college search/recruiting, program expectations, family expectations, player expectations, etc.



**Player Development & College Identification Program:** Develop and implement a strategic plan to ensure our players are identified for collegiate recruitment, youth national team opportunities, and the pro-player pathway. Continue to develop and evolve player identification process while tracking and monitoring the development and successes of top talent in the St. Louis market.

### **PREFERRED QUALIFICATIONS**

Education: Bachelor's degree in a relevant area such as business, sports management, operations required; Master's degree preferred

### **Skills & Qualifications:**

- A USSF Youth 'A' License or comparable relevant coaching qualification and/or experience
- Established connections and experience with the women's collegiate environment
- Comprehensive understanding and knowledge of the youth soccer landscape
- Effective interpersonal and communication skills (verbal and written)
- Ability to build and maintain positive relationships with membership
- Demonstrated ability to work independently, maintain confidentiality, and supervise others
- Ability to work with various constituents, enjoy being part of a team environment, and eager to collaborate with others
- Self-directed, motivated, and demonstration of strong self-initiative
- Minimum ten years' experience working in the youth or collegiate athletic landscape, soccer industry experience strongly preferred

### **Other:**

- Required overnight travel to GA Events and Showcases
- Non-traditional work hours, including weekends and evenings, are required on a regular basis.
- Other duties as assigned.

### **TECHNOLOGICAL KNOWLEDGE & SKILLS**

- Microsoft Office Suite
- Deep understanding of web-based applications that are industry standard.
- Zoom, Google Meets, WebEx, and other video platforms.
- Data analysis
- Advanced Excel skills
- Analytical and problem-solving ability
- Proficiency with GotSport platform
- Ability to manage multiple tasks
- Strong organizational and time management skills

Apply via Email: Please email resume and cover letter to: [cdonigan@stlouisda.com](mailto:cdonigan@stlouisda.com)