



Site Supervisor - Robious Middle School Fields

The Site Supervisor for Robious MS is an hourly, part-time position: primarily Saturday Game Days (all day), some Sundays as needed and all Clinics (listed below). This position will oversee the recreational games at Robious. The site supervisor will also manage, support and communicate with volunteer and paid positions such as Field Assistants, Youth Referees (ages 12-17), and Volunteer Coaches.

Additionally, the Site Supervisor will manage the set-up and breakdown of fields at Horner Park which requires some level of physical exertion. This position requires someone who is: a clear communicator, organized and efficient worker, and willing to work with youth (players, field assistants, refs, and volunteers).

Job Responsibilities

- Set up and take-down of Rec Fields at the Robious MS location throughout game days during regular fall and spring seasons (Fall: August-November Spring: February-May)
- Assist Directors of Recreational Programming
- Manage and Oversee Field Assistants and Referees
- Communicate with food vendors such as Chick-Fil-A and Kona Ice
- Assist with distribution/management of FC Richmond Equipment
- Engage with parents, coaches, and players throughout game days
- Attend and Conduct trainings for volunteer coaches, field assistants, and youth referees (Friday August 15th, Saturday August 16th at Horner Park & Saturday August 23rd at Robious, with Sunday, August 24th as the makeup date)
- Oversee steps of precaution in case of inclement weather, injury or misconduct

Job Qualifications

- Must be 18+
- Must be able to lift at least 50 pounds and carry goals for small sided games
- Must have basic knowledge of soccer (previous player preferable)
- Must know Laws of the Game
- Must have or be viable to get a [Chesterfield County Coach's Card](#)
- Effectively communicate with parents, players and coaches
- Connect and manage referees (majority are ages 12-17)
- Must be able to understand basics of a spreadsheet (ref sign up sheets, equipment return and game schedules)

Availability Per Dates Below:

FALL RECREATION CALENDAR 2025 *U5-U19 Some games & makeup games will be played on Sundays				
DATE	EVENT	U4 CLINIC	U5-U14 IN-HOUSE LEAGUE	U13-U19 CROSS ASSOCIATION (U13 Girls – U19)
MAY 1 2025	REGISTRATION OPENS			
JUN 15 2025	EARLY BIRD REGISTRATION – LAST DAY!			
JUL 1 2025	LATE REGISTRATION BEGINS			
AUG 18 2025	TEAM ASSIGNMENTS ISSUED			
AUG 15-18	DSG APPRECIATION DAYS			
AUG 16 2025	COACHES CLINIC Horner			
AUG 23 2025	COACHES CLINIC Robious Makeup Clinic SUN 8/24			
AUG 25 2025	PRACTICE BEGINS		PRACTICE BEGINS	PRACTICE BEGINS
SEPT 6 2025	GAME 1		U5 – U12 HOUSE LEAGUE	
SEPT 13 2025	GAME 2	U4 CLINIC 1	U5 – U12 HOUSE LEAGUE	CROSS ASSOCIATION GAMES
SEPT 20 2025	GAME 3	U4 CLINIC 2	U5 – U12 HOUSE LEAGUE	CROSS ASSOCIATION GAMES
SUN SEPT 21 2025	GAME 4		U5 – U12 HOUSE LEAGUE	CROSS ASSOCIATION GAMES
SEPT 27 2025 Picture Day	GAME 5	U4 CLINIC 3	U5 – U12 HOUSE LEAGUE	CROSS ASSOCIATION GAMES
OCT 4 2025	GAME 6	U4 CLINIC 4	U5 – U12 HOUSE LEAGUE	CROSS ASSOCIATION GAMES
OCT 11 2025	GAME 7	U4 CLINIC 5	U5 – U12 HOUSE LEAGUE	CROSS ASSOCIATION GAMES
OCT 18 2025	GAME 8	U4 CLINIC 6		CROSS ASSOCIATION MAKEUP GAMES
SUN OCT 19 2025	BYE GAMES (BYE DIVISIONS GAME 8)			CROSS ASSOCIATION GAMES
OCT 25 2025	MAKE-UP GAMES	U4 CLINIC MAKE UP		CROSS ASSOCIATION GAMES
SUN OCT 26 2025	MAKE-UP GAMES			CROSS ASSOCIATION MAKEUP GAMES/TOURNAMENT?
OCT 27-30 2025	U9-U12 ALL-STARS			