



## **Director of Football Operations**

Pickering FC (The Club) is a registered non-profit organization incorporated in September 1984 and governed by a 9-member volunteer Board of Directors. The mandate of the PFC is to provide soccer related programs to the residents of Pickering, and the Durham region which is delivered by a team of 13 full-time staff, 10 part-time staff and 500+ community volunteers that assist as coaches, team managers, camp counsellors, event staff and fundraisers.

PFC is a national leader in player development, coach education and program development. As a growing club with a strong technical pathway from grassroots to competitive to high-performance we have seen success on the field with current national players and league championships. Our coaching staff is motivated and focused on a player centered environment that continues to attract players.

Our Club vision is to 'be the best Club in Canada', and we are working hard to get there. The critical component is now to appoint a strong technical leader that will move us nearer to that goal, work with the already established club fabric and enhance it with fresh ideas and innovation.

### **Position Summary**

The Director of Football Operations (DFO) is responsible for the overall technical direction, leadership and performance of soccer programming at The Club. This includes; player development, coach education and referee development across all three key streams of Recreational, Grassroots & Competitive, and High Performance.

### **LEADERSHIP**

1. Establish the Club's overall technical vision and plan in accordance with the Club's overall mission and vision statement with a mandate to maximize a positive, standards-based culture of coaching and player development.
2. Act as the Club's chief spokesperson for Club-level technical matters involving Ontario Soccer, Durham Region Soccer Association and other governing bodies and leagues.



3. Oversee the delivery of 3 distinct streams of football (Recreational, Grassroots & Competitive, and High Performance) supporting the work of your technical managers for each stream.
4. Establish a positive, safe, healthy corporate/team environment that is conducive to high morale and satisfactory interaction between all employees.
5. Establish partnerships with university, college and professional soccer organizations to develop opportunities for the Club's players to progress their overall development opportunities.
6. Provide the Board of Directors, through the Executive Director, with monthly technical reports for inclusion in monthly Board meetings. To participate in Board meetings when required.
7. Participate in ongoing personnel training and/or performance improvement plans as required including the PFC Staff Performance Appraisal process.
8. Build on the Club's existing development base to provide a year-round development program for all streams. Ensure each team is led by a Head Coach and that the Director of Football Operations only acts in a short-term role.
9. Develop a system for player evaluation and talent identification to ensure progress can be clearly defined for each player and all players are appropriately trained.
10. Ensure the delivery of injury prevention programs (FIFA11+, Concussion etc.) are offered to all players.
11. Ensure that Safe Sport underpins the coaching philosophy and promotes a healthy experience for players and their families.

## **BUDGETS**

1. Work with the Executive Director and Director of Business Operations to establish, maintain and exceed the Club's overall technical budget (revenue), including competitive team budgets, OPDL, L10, and other technical budgets.
2. Responsible for providing program budgets that include a thorough analysis of current market conditions prior to budget submission.
3. Directly manage the technical staff's compliance with PFC procedures related to administrative duties.



## **HIGH PERFORMANCE**

1. Support the growth of the high-performance programs including coach management, recruitment, and retention.
2. Maintain compliance across all areas, including grassroots and online tracking systems as designated by governing bodies.
3. Create 'market leading' training programs for high performance players.
4. Actively retain, attract, and recruit new players to the program through appropriate channels.
5. Develop and implement fitness programs to ensure the continued improvement of the strength and conditioning of all players, as well as their physical and mental health and safety.

## **MATCH OFFICIALS**

1. Provide support and direction to the Club Head Referee and Recreational Administrator in delivering the Clubs Match Official Development Plan.

## **TOURNAMENTS AND SHOWCASES**

1. Establish an annual calendar of tournaments and showcases for PFC teams and programs.
2. Provide Program Managers with the program outlines and any budgeted items.
3. Ensure documentation is provided in good time for applications and approvals both internally and with governing bodies.

## **REQUIREMENTS**

- Must be legally able to work in Canada
- Minimum National B (A License preferred)
- Ontario Soccer TD Diploma
- 5+ years leadership experience
- Mandatory clear Police Background Check
- Learning Facilitator trained (preferred)
- Excellent verbal and written communication skills required; ability to speak with customers in a professional manner is a must.



- Strong organizational and administrative experience that is equal to the candidates' technical skills.
- Ability to prioritize tasks is a must.
- Ability to work independently as well as part of a team is essential; ability to work with little supervision while managing multiple tasks at once is also essential.
- Must be able to manage time effectively and ability to meet deadlines.
- Ability to plan for future projects is also essential; ability to adapt quickly when new priorities are needed is also essential.

The successful candidate's full-time salary will be commensurate with experience and qualifications and includes extended health care benefits.

**Work Location:**

Pickering Soccer Centre, Pickering, ON, L1W 4C2 with the ability to attend field sessions across the Pickering, Durham Region and Ontario.

The application deadline is 5pm July 14th. Applications to be submitted to: [jobs@pickeringfc.ca](mailto:jobs@pickeringfc.ca) and clearly state in the subject line the position applied for.