



## **Basketball Program Director**

### **Company Overview**

Through Christ & community, 10:12 Sports uses athletics to provide mentoring and job training opportunities to youth. 10:12 empowers our community church partners and leaders to mentor youth through Christ, developing servant leaders and successful decision makers who commit to healthy lifestyles. We are currently in the process of building and strengthening a team that embraces that mindset.

### **10:12 Sports Core Values**

**Christ** – We believe that Christ came so that all may have an abundant life, so we strive to empower youth to reach their God-given potential with the skills they have been given.

**Community** - We believe that it takes a strong community to raise a child and are intentional about partnering with local churches, organizations and community leaders to positively enhance the lives of our young men.

**Coaching** – Sports provide a platform for coachable moments that can be applied both on and off the field. Through our leagues we emphasize the importance of integrity and servant leadership.

### **Job Description**

In partnership with the General Manager, the Program Director is responsible for ensuring the 10:12 Sports Basketball Program is managed with excellence and consistency. While there is a focus on operations, the Coordinator will be joining a small but mighty team, and therefore (as indicated below) is expected to step into a diverse set of responsibilities. Knowing that all ministry flows from relationships, connections built in the greater 10:12 community are essential to the work.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

#### **Operations Management (80%)**

- **Coordinate the recruitment and registration process of the 10:12 Sports Basketball Program**
  - Assists in the marketing and distribution of 10:12 Sports programs and events
  - Plan and coordinate recruitment event to engage local community and participants
  - Coordinate waiver form completion and age compliance across the League
- **Directs, supervises and implements Basketball League to meet 10:12 Sports objectives**
  - Maintain an inventory of all equipment including water & concession supplies
  - Confirm game times and schedules with Coaches on a weekly basis
  - Coordinate with referees and coach-mentors to ensure games are run on time
  - Assist in implementation of job training curriculum
  - Provide mentorship guidance and support to program participants
  - Support other duties as assigned by the General Manager



### **Program Development (10%)**

- Drive the further development of the content and structures of 10:12 Sports' Basketball Program
- Support the development of a tracking and evaluation system for the Program
- Contribute to the quarterly program review
- Establish and maintain partnerships with community organizations, churches and volunteers

### **Marketing and Fundraising (10%)**

- Update website(s) and 10:12 Sports App to reflect updated schedules, scores and statistics
- Implement weekly filming and posting of Pre-Game Show with selected players and coaches
- Coordinate weekly posting of Top 10 Highlights and Game Films to 10:12 Sports
- Engage in fundraising activities to ensure financial health of the organization

### **QUALIFICATIONS AND PERSONAL CHARACTERISTICS**

- Person of integrity, actively walking out their Christian faith
- Strong interest in sports, coaching and youth development
- Ability to thrive in fast-paced environments
- Able to network and build strong relationships with the 10:12 community (staff, players, stakeholders, etc)
- Strong communication skills (verbal and written)
- Strong leadership, planning and organization skills
- Conflict management and resolution skills
- Alignment with 10:12 Sports' mission and core values
- Strong commitment to making a difference in people's lives
- High School Diploma Required

### **Timeline and Compensation**

The Program Director position is a part-time position (~15hr/week). The rate for this position is \$15/hr. 10:12 Sports anticipates filling the role no later than August 10<sup>th</sup>, 2018. 10:12 Sports is an organization that is adaptive to the needs of its students and community. Due to this, the League Commissioner may not be working a typical part-time schedule, but instead will be asked (depending on the season) to adapt their hours to meet these needs.

**Candidates should submit their Cover Letter & Resume to [office@1012sports.com](mailto:office@1012sports.com)**