Administrative Responsibilities of the Club DOC

John Ellinger
Technical Director-SAC
Club Structure

• Executive Director
• Technical Director
• Recreation Director
• Business Administrator
• Club President/BOD
• Rec League Scheduler, Registrar, Facilities Manager
**Current Trends in Youth Soccer**

- More involvement from DOC/TD in club administration
- Executive Director as a club coach
- Creative partnership between ED and DOC
- ED and DOC have defined roles
DOC as Administrator

- One on One Communicator
- Have a Leadership Style
- Club Passionate-it is not just a job
- Stay Current in the Game
- Coach, Player, Parent Disciplinarian
- Coaching Staff Package
Club Budget

• Get involved in the club budgeting process
• Know your product sponsors and their impact on the budget
• “ED makes the money, DOC spends it”
• Coaches salaries/contracts
• Age specific equipment needs
Club Webpage Management

- Coaching Education Calendar
- Technical Training Sessions
- Coaches Corner
- Current Teams/Coaches Listing
- Tryouts-next season/current season
Key Elements for Club Success

- Player Development
- Staff Development
- Revenue Development
Player Development

• Curriculum
  --Club Mission Statement
  --Club Philosophy
  --Age Specific Materials

• Player Evaluation
  --Zoom Reports, Club In-house Evaluation
  --Expected Competencies
Staff Development

- Staff Education
  -- Formal Licensing
  -- Club Continuing Education
- Staff Evaluations
  -- Parental Coaching evaluations
  -- DOC evaluation
  -- Players Developed, Team Success
Revenue Development

• Uniform Sponsor Promo Account for Coaches
• Equipment Sponsor
• Facilities Sponsors - indoors, outdoors
• Community Sponsors
• Summer, Holiday Camps
Communication

• Club Marketing
• Board of Directors
• Coaching Staff
• Parent Meetings
• Age Group Meetings
• DOC as point of contact for college coaches, leagues, state association, national office, etc.
DOC Don’t List

• Don’t ignore budget involvement
• Don’t be a poor communicator
• Don’t be afraid to use modern technology
• Don’t cringe when DOC is called an administrator
• Don’t be unavailable