
Chief Executive Officer (CEO)**North Carolina Youth Soccer Association (NCYSA)**

Location: North Carolina (statewide role)

Position Type: Full-time, exempt

Reports to: NCYSA Board of Directors (through the Chair)

Supervises: All NCYSA staff and key contractors

About NCYSA

North Carolina Youth Soccer Association (NCYSA) is committed to using the collective knowledge of our member organizations, staff, and Board to provide the best environment for North Carolina youth soccer players to grow and excel in soccer and in life. NCYSA's vision is that every individual in North Carolina who wants to play soccer can do so with a NCYSA Member Club in a safe, enjoyable, and respectful environment that leads to lifelong participation in the sport.

Position Overview

The Chief Executive Officer (CEO) is the top executive of NCYSA and is responsible for overall leadership, strategic direction, and management of the organization. The CEO oversees all staff and operations, partners closely with the Board of Directors, and represents NCYSA to member clubs, partners, and the broader soccer community. The CEO translates the association's vision into effective strategy, organizational leadership, and day-to-day execution.

Key Responsibilities**Mission and Vision Leadership**

- Lead the organization in a manner that actively advances NCYSA's Mission and Vision as defined by the Board of Directors.
- Ensure that strategy, resource allocation, and daily operations remain aligned with these guiding principles.

Organizational Leadership and Culture

- Build, lead, and sustain a healthy, high-performing organizational culture.
- Provide clear leadership, direction, and support to staff, establishing expectations, goals, and performance standards.
- Establish and reinforce organizational values, behaviors, and standards that reflect NCYSA's mission.
- Create a collaborative, inclusive, and service-oriented culture that supports members, clubs, and the broader soccer community.
- Develop staff capacity through coaching, feedback, performance evaluations, professional development, and accountability.
- Foster strong internal communication, trust, and alignment across staff, volunteers, and Board leadership.

Board Partnership and Governance Support

- ❑ Work in close partnership with the Board of Directors to ensure effective governance and organizational alignment.
- ❑ Provide timely, accurate, and relevant information to support Board decision-making.
- ❑ Support the Board in fulfilling its governance responsibilities, including policy development and committee work.
- ❑ Collaborate with the Board on strategic priorities, long-term planning, and organizational risk management.
- ❑ Serve as a trusted advisor to the Board Chair and Board committees while maintaining clear boundaries between governance and management.

Strategy, Planning, and Organizational Effectiveness

- ❑ Lead the development and execution of strategies that advance NCYSA's mission and long-term success.
- ❑ Collaborate with the Board and staff to develop and implement strategic and annual operating plans.
- ❑ Translate strategic priorities into actionable goals, metrics, and operational plans for staff and programs.
- ❑ Monitor organizational performance and adjust strategies based on data, feedback, and changing conditions.
- ❑ Ensure programs and services effectively meet member association needs and enhance the visibility, reputation, and impact of NCYSA statewide.

Financial Stewardship and Sustainability

- ❑ Ensure the overall financial health and sustainability of NCYSA.
- ❑ Develop and manage diverse revenue streams (e.g., membership, programming, events, sponsorships, grants) to support NCYSA's mission.
- ❑ Prepare and present an annual operating budget and regular financial reports for Board review and approval.
- ❑ Operate responsibly within the approved budget while maximizing resource effectiveness.
- ❑ Support long-term financial planning, including reserves, capital needs, and risk management.

Operations and Staff Management

- ❑ Oversee the effective administration and daily operations of NCYSA.
- ❑ Hire, lead, evaluate, and retain qualified staff.
- ❑ Ensure clear roles, responsibilities, and workflows across the organization.
- ❑ Establish and maintain effective administration, technology, and operational systems that support efficiency and service quality.
- ❑ Review and approve contracts and agreements within Board-approved authority and policies.

- ❑ Ensure organizational policies and procedures support efficient operations, compliance with applicable laws and regulations, and best practices in child safety and risk management.

External Relations and Representation

- ❑ Serve as the primary spokesperson and representative of NCYSA.
- ❑ Build and maintain strong relationships with member organizations, leagues, clubs, sponsors, and community partners.
- ❑ Represent NCYSA to governing bodies, peer organizations, and the public at the state, regional, and national levels.
- ❑ Oversee marketing, communications, and outreach efforts that clearly communicate NCYSA's value and impact.
- ❑ Maintain a visible and approachable presence within the North Carolina soccer community, including regular attendance at key events.

Additional Responsibilities

- ❑ Attend Board meetings, committee meetings, and key events as required.
- ❑ Support revenue generation, sponsorships, grants, and partnerships.
- ❑ Perform other duties consistent with the role of CEO as assigned by the Board of Directors.

Core Leadership Attributes

Successful candidates will demonstrate:

- ❑ Strong people-centered leadership, high emotional intelligence, and the ability to build trust and alignment across diverse stakeholders.
- ❑ Strategic and systems thinking paired with practical execution, prioritization, and timely decision-making.
- ❑ Clear, transparent communication and strong relationship-building skills with staff, volunteers, and external partners.
- ❑ Commitment to service, integrity, inclusion, and continuous improvement.

Minimum Qualifications

- ❑ Bachelor's degree in a relevant field (e.g., business, nonprofit management, sports management, education) or equivalent experience.
- ❑ 7–10 years of progressively responsible leadership experience, including managing staff and budgets.
- ❑ Experience in nonprofit, sports, or youth-serving organizations.
- ❑ Demonstrated success in strategic planning, financial management, and organizational leadership.

Preferred Qualifications

- ❑ Experience working with a volunteer Board of Directors and familiarity with nonprofit governance.

- ❑ Knowledge of youth soccer structures and stakeholders at the local, state, and national levels.
- ❑ Experience in revenue development (sponsorships, fundraising, grants, or partnerships).
- ❑ Experience leading organizations through change, growth, or restructuring.

Compensation and Benefits

- ❑ Annual salary commensurate with experience and qualifications.
- ❑ Relocation package subject to negotiation.
- ❑ Executive benefits package to include paid health, life, 403(b), paid time off (PTO), phone and vehicle allowance, and relocation assistance.

How to Apply

Please submit a resume, cover letter, and three professional references to **hiringmanager@ncsoccer.org**. In your cover letter, describe your leadership experience and your engagement with competitive youth soccer, and explain how you would advance NCYSA's mission and vision across North Carolina.