

US Lacrosse, the national governing body of lacrosse, announces an opening for a **DIRECTOR OF PROGRAMS**.

If you're looking for a dynamic atmosphere surrounded by supportive, fun and passionate co-workers, then US Lacrosse is the place to be. We're the people behind the fastest growing sport in the nation. US Lacrosse is committed to creating a diverse environment and proud to be an equal opportunity employer. We offer great benefits, including 100% employer paid medical, dental, life and long-term disability, a retirement savings plan and a customized staff and leadership development program.

About US Lacrosse

US Lacrosse, a 501(c) (3) nonprofit association, is the national governing body of lacrosse. The organization has nearly 350,000 individual members within 63 regional chapters throughout the country and employs a national staff of 65 at its Baltimore headquarters. US Lacrosse provides a leadership role in virtually every aspect of the sport throughout the United States, and offers numerous programs and services to its national membership and more than one million lacrosse enthusiasts throughout the country.

General Description:

Leads the US Lacrosse Sport Development Program department in the strategic development of all programs focused on lacrosse outreach, growth and development in accordance with the US Lacrosse strategic plan and organizational initiatives. Responsibilities include directing the development, implementation, and evolution of programs including grassroots initiatives, team resources, national standards, diversification, best practices, and systematic game development in underserved areas. Works closely with the Director of Education & Training and Men's and Women's Game Directors to identify areas of operational collaboration and consistency between Sport Development and Game structures.

Specific Duties and Responsibilities:

- Direct ongoing operations of the Programs department, establishes work and staffing plans, directly supervises departmental staff.
- Develop, implement and administer the departmental operating budget and associated programming budgets. Manage department resources in accordance with established fiscal policies and procedures.
- Direct strategic activities and develop plans to support initiatives prescribed by current strategic plan.
- Align and set departmental goals and priorities in accordance with the US Lacrosse Strategic plan and organizational goals
- Establish short and long term strategies and direction of programs - evaluates programs for efficiencies, relevance, and impact
- Set metrics to appropriate measure program impact and success; identify evolutionary steps
- Establish analytics and reporting standards; oversee data analysis and program development strategies based on measurable and quantifiable results
- Guide the development and implementation of US Lacrosse programs focused on developing the game in underserved areas

- Lead USL programmatic efforts to diversify the game and provide participation opportunities within nontraditional areas
- Ensure coordination of sport development programs with overall organizational structure and initiatives
- Develop and write developmental resources, curriculums and best practices resources
- Primary liaison with other USL departments regarding program integration and implementation
- Lead marketing initiatives to raise awareness of US Lacrosse programs and opportunities
- Initiate and organize new program initiatives in collaboration with department staff
- Identify, evaluate and recommend external opportunities for organizational collaboration – manages relationships when appropriate
- Negotiate and oversee contracts and business agreements with outside service providers, content developers, writers, consultants and freelance educational program developers as appropriate
- Serve as lead staff liaison to various volunteer and staff groups regarding all aspects of program development and implementation
- Prepares written reports for internal and external boards and organizations, and presents departmental/program information and strategic or operational activities as requested
- Some travel required; attend and support US Lacrosse programs and special events as needed
- Other duties as assigned

Required Skills, Education and Experience:

- Experience
 - significant experience/knowledge in grassroots program development required
 - significant sports program development knowledge desired
 - significant lacrosse knowledge and experience preferred
 - college degree required, masters preferred
 - minimum of 5 (five) years professional organizational management experience
 - previous experience in policy development and program management desired
 - experience in education and/or program curriculum development desired
 - national non-profit organizational experience highly regarded, including work with boards/volunteers management
 - experience hiring and managing support staff
 - experience with budget management and strategic planning
- Communication
 - exceptional writing skills – *writing sample will be required*
 - exceptional public speaking skills
 - exceptional phone skills
 - strong interpersonal and negotiating skills
 - handle confidential information discreetly
- Organization
 - execute and prioritize multiple tasks and duties
 - strong attention to detail
 - strong organizational skills
 - ability to maintain focus on priorities, while responding quickly to the unexpected requests

- ability to set program metrics, interpret analytics, effective reporting and measurable/quantifiable results
- Initiative
 - strong work ethic that inspires others to excel
 - work independently in a fast-paced environment
 - act as an assertive team member
 - big picture thinker with keen attention to detail
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- Technical Skills
 - proficient in Word, Excel, MS Outlook and PowerPoint
 - experience working with Association Management Systems preferred

TO APPLY: Interested and qualified candidates must submit resume and salary requirements to Barbara Gotis, Director of Human Resources, at bgotis@uslacrosse.org – please include *Director of Programs* in the e-mail subject line.