



SFYS FIELD MARSHAL JOB DESCRIPTION

OVERALL RESPONSIBILITIES

Mission: To support our soccer youth and referees in enjoying the game in a sporting manner. The Field Marshal is the “go-to” person for information on game days. You will be the field complex coordinator /manager and liaison for the league with coaches, players, parents and officials. This position is for those interested in league management and coordination. Will require strong organizational skills, managing multiple priorities simultaneously, conflict resolution and interpersonal skills.

Goals

- Manage flow at field complexes: Make sure appropriate game day preparation is happening with teams and coaches to keep games on schedule
- Support our referees’ ability to officiate and players’ ability to play soccer by helping with crowd/parent/fan/coach management. This is particularly important for our youth referees
- Be a resource for parents and coaches about field/game day logistics, appropriate sideline behavior, and taking care of the field/grounds

DUTIES – SFYS FIELD MARSHAL

Reports To: SFYS Program Coordinator

Hours:

- **Program:** Seasonally, 4-8 hour shifts Saturdays and Sundays from mid-March through May and September through November
- **Staff Meeting:** bi-monthly (up to 1 hour) time TBD
- **Staff Professional Development:** At least one mandatory professional development trainings will be provided that may include all-day trainings. All Field Marshals are required to attend. Schedule TBD

Responsibilities

- Before/Between games:
 - Show up on time and confer with any SF Youth Soccer officials and confirm your game day plan (this may vary by complex, weather, number of officials at the field, etc.)
 - Verify gates are open. If not, notify the SRPD staff ASAP to get the gates open, using the park patrol contact number
 - Confirm referees and mentors are on duty and show up for their assignments. If not, contact referees and see what their status is
 - When possible, introduce yourself to the referees and coaches before the games and let them know you are here for assistance if needed
 - Direct teams to the correct fields
 - Encourage referees to get games started on time
 - Find teams that are warming up away from game fields and redirect them to game day field within 10 minutes of game start time
 - Direct spectators to appropriate viewing area for each field
 - Check goals, secure the nets and goals if needed. This should be done three times during the course of a day
 - Make sure teams have VARs for their games
 - Make sure no players, fans or spectators are hanging or playing on the goals in-between games



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- During games:
 - As you circulate around the fields, remain alert to any potential problems among parents, spectators, and or coaches
 - Keep parents and spectators behind the sidelines and in proper viewing areas
 - Make sure no dogs are on any turf fields. On grass fields, dogs must be on leash and off the actual game fields. Owners must pick up after the dogs
 - Observe, document and report the names of teams, coaches and referees involved in any conflict/issue
 - Recognize and acknowledge good sportsmanship in parents and coaches
 - Support the referees as the only and final arbiter of all decisions relating to the games they are officiating
 - Be prepared for a referee to defer a parent or coach to you as a person who can help with conflict resolution
 - Walk all the fields and check for debris
- After shifts:
 - Alert SFYS to any conflict you noted (above) to SFYS staff by email and phone if necessary. At any time feel free to call the SFYS staff game day phone
 - Complete your online game day reports to SFYS

Interactions with Parents, Coaches and Participants

- Exemplify the highest moral character. Exhibit patience, maturity and dependability
- Promote positive atmosphere and game day enjoyment
- Ensure the safety and well-being of all participants in your care
- Exercise fairness in dealing with any conflict resolution matters

Organizational Skills

- Know program's schedule of events and prepare accordingly
- Take care of equipment, facilities and supplies
- Review rules and regulation
- Meet administrative deadlines (i.e. timesheets, program reporting, surveys, etc.)
- Be punctual and manage time accordingly

Professional Relations

- Work collaboratively with participants, SFYS staff, trainers, parents and others
- Be a good communicator: professional, appropriate, and respectful
- Maintain constructive and professional relationships with adults and participants
- Respect confidentiality and be sensitive to rights of privacy
- Assume professional responsibility for the success of the program. Show support and loyalty for program success and improvement. Your thoughtful input is valuable to us.
- Attend all meetings, trainings, clinics and other professional meetings
- Be willing to cooperate with and assist fellow staff and trainers

Personal Characteristics

- Provide leadership, model confidence, and respect for others
- Demonstrate enthusiasm and self-motivation. Maintain a positive "Can Do" attitude
- Maintain overall self-control, poise, and composure – even under stress
- Be flexible and cooperative
- Be committed to self-improvement and professional development
- Accept suggestions for improvement and respond appropriately to constructive criticism
- Reflect appropriate appearance/dress



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Required Skills and Experience

- Must have strong communication and customer service skills
- Positive attitude and a sense of humor
- Knowledge of the game of soccer

Qualifications

- Knowledge of SF Youth Soccer/MYSL/CYSA leagues a plus
- A certified CNRA Grade 9 or higher a plus

Rate: \$15/hour.

Apply with **David Reardon**, Programming Coordinator at 415-504-8131 or email david@sfyouthsoccer.com