The Opportunity
Soccer Without Borders Maryland (SWB) is seeking a Program Coordinator to join our team at Lansdowne Middle School. As we continue into our third year of programming at Lansdowne, we aim to scale our impact, increase our reach, and grow girls' engagement. We are seeking a motivated and organized individual to work alongside hub leaders to support SWB Maryland and lead our Lansdowne Middle School program.

The Organization
As one of the few global languages, soccer has the power to shape the world for the better. Soccer Without Borders (SWB), founded in 2006, uses soccer as a vehicle for positive change, providing under-served youth in the U.S. and abroad with a toolkit to overcome obstacles to growth, inclusion, and personal success. With a focus on social inclusion of newcomer youth and girls, our holistic programs provide participants with a platform for positive engagement, an avenue for personal growth, and a toolkit for a brighter future.

SWB Maryland has been serving the newcomer community in Baltimore since 2009. The organization works with middle and high school students during the school year, and elementary, middle, and high school students in the summer months. After-school programming integrates English Language Development with soccer and academic support. High school programming also offers college preparation workshops to prepare high school participants for the future. SWB also runs a mentor program that matches volunteers with youth and their families to help them integrate into Maryland’s larger community and to serve their individual needs.

The Candidate
SWB Maryland is seeking an outgoing, motivated, and organized individual to join our team as the Lansdowne Program Coordinator. As a member of the leadership team, the Program Coordinator should be energetic, dynamic, engaging, and creative as a leader. While this role will have the support of an Americorps service member, a part-time coach, and volunteers, the coordinator should be a self-starter who is able to take the initiative and problem solve. Experience working with youth, coaching soccer, and ability to plan/adapt practice sessions according to age and ability will make a strong applicant.

We value transferable skills, lived experience, and diverse perspectives. Essential skills or experience for this position include:

- Experience with a team sport and/or sports-based youth development organization
- Spanish language proficiency
- Bachelor’s degree or equivalent skills
- 2-3 years of full-time work experience
- Ability to communicate positively and efficiently with many audiences
- Excellent written communication skills
- Excellent organizational skills and ability to prioritize tasks
- Ability to work independently and take initiative
- Excellent problem-solving skills and ability to address challenges with creative solutions
- Strong attention to detail and ability to meet deadlines
- Commitment to the potential of all young people and the power of sport to create social change
- Driver’s license and personal transportation
- Soccer playing and/or coaching experience
- Familiarity with Baltimore community

The Position
This position will be responsible for planning and leading implementation of after-school programming at Lansdowne Middle School and summer programs at two Baltimore County high schools. Programming will include English-integrated soccer practices, community building activities, and academic support. The continued success of this program will depend heavily on the relationships developed between the Coordinator, students, school partners, and families. Additionally, the Program Coordinator will support the organization through administrative and program support roles as described below.

1. Staff Team Leadership (25%)
   - Actively participate on Maryland Leadership Team through bi-weekly meetings, planning, and implementation of new initiatives
   - Supervision and professional development of Americorps Service Member and/or part-time staff

2. Direct Service (50%)
   - Lead comprehensive, holistic, and youth-centered programming with newcomer youth throughout the year, including after-school and summer programming
   - Direct program planning and facilitation using SWB tools and best practices
   - Lead player recruitment and retention
   - Academic monitoring and advocacy
   - Intern and volunteer supervision, feedback, and escalation of cases for concern
   - Game preparation (including transportation coordination)
   - Student and family engagement (including house visits and mentor matches)

3. Program Support (25%): The Program Coordinator will also play a key role in securing the inputs needed to ensure SWB Maryland can operate successfully
Timely monitoring and reporting (attendance, academic reporting, and coordination with SWB staff)
- Event planning and participation
- Partnership cultivation and maintenance
- Other projects as assigned

Compensation Philosophy
Soccer Without Borders values all contributions to the mission and prioritizes internal compensation equity over external benchmarks. We invest our resources in mission delivery first and foremost, and view resource development and stewardship as a full team effort. We approach staff wellness and benefits holistically, investing in staff development, training, professional growth opportunities, travel opportunities, wellness days, team-building, and empathetic work environments in addition to base compensation and benefits. This whole-person approach has led to an average annual retention rate of over 90% for full-time staff. In short, we work hard to live our values and are seeking a teammate who aligns with this philosophy. Program Coordinator pay at SWB ranges from $41,000-$45,000. Benefits include a health care reimbursement, 401k plan, 15 paid holidays, paid sick leave, paid family and medical leave, flexible vacation leave up to 4 additional weeks, and paid sabbatical leave after 5 years.

Surrounding Supports & Reporting Structure
The Program Coordinator reports directly to a Program Manager, and works alongside other Program Coordinators as part of a leadership team to support all programming across the hub.

Application Process
To apply for this position, please send a meaningful cover letter and resume to SWB Maryland Program Manager Carson McFadden at carson@soccerwithoutborders.org. To help us with our process, please put “SWB Program Coordinator” in the title. Priority will be given to earlier applicants.

Soccer Without Borders encourages persons of any race, ethnicity, faith, sexual orientation, gender identity, and background to apply. Unfortunately, SWB is not able to provide visa sponsorship. Soccer Without Borders believes that diverse perspectives and experiences make our team stronger and are actively strengthening our inclusive and anti-racist staffing practices. Our current team comes from 13 countries and speaks 19 languages, including 40% who are program alumni. We look forward to meeting you!