



## USA Ultimate State Outreach Coordinator Job Description and Application

### Openings

A list of all of the vacancies in both the outreach and competition programs can be found at: [usaultimate.org/about/contact\\_us/youth\\_division.aspx](https://usaultimate.org/about/contact_us/youth_division.aspx).

### General Role

The USA Ultimate State Outreach Coordinator (SOC) is a volunteer position that manages the growth of youth ultimate by opening up opportunities for kids to play through programs, such as Learn to Play. The USA Ultimate SOC works in conjunction with local ultimate organizations that are structured for the growth of youth opportunities for play in the state. As one of the most important volunteers in the youth division, the SOC should be fully integrated with the state youth ultimate scene.

USA Ultimate's outreach program is divided into two divisions, outreach and girls' outreach. The girls' outreach division has been created in an effort to correct the inequality in participation between the two genders. The outreach division is focused on doing outreach programs that target all players, regardless of gender. The outreach program as a whole runs alongside the USA Ultimate State High School Championship program. All states that have USA Ultimate State High School Championships have USA Ultimate Championship State Youth Coordinators (CSYC) appointed. In the other states, SOC volunteers have been appointed in preparation for the development of High School State Championships. The SOCs are not responsible for the organization of the state tournament, but instead, in states where such a competition does not exist, they are working to build the number of players and teams so that a state tournament is feasible.

### **State Outreach Coordinator Communication Responsibilities**

- Utilize the Girls' and Boys' State Coordinators' lists of coaches and contact information for teams in the state to connect kids with opportunities to play.
- Help USA Ultimate connect with local volunteers and organizations to run coaching clinics, Learn to Play programs, Physical Education (PE) clinics for teachers and schools, distribute teaching curriculum, etc. An aspect of these responsibilities might include attending the PE teachers' state convention.
- Maintain a current list of youth organizations offering ultimate as drop-in, programmatic or league based play. Regularly communicate with the Regional Outreach Director (ROD) and USA Ultimate staff.
- Answer questions for league organizers or direct them to their ROD.

Provide feedback on procedures, guidelines, and other elements of the youth development programs through channels USA Ultimate has established.

### **State Outreach Coordinator Responsibilities**

Work with local disc organizations, particularly in areas of states without established youth/high school activity to:

- Execute at least two designated outreach events with the support of USA Ultimate.
  - One event may be the development of a "state sanctioned tournament" in states without high school championships.
- Encourage local organizations to run youth/high school clinics. SOC will provide USA Ultimate materials, access to low-cost supplies, etc. to assist these organizations.



- Encourage formation of youth teams or leagues.
- Advertise availability of equipment grants when available.
- Communicate with USA Ultimate Manager of Youth and Education Programs for ideas.

**The State Outreach Coordinator will communicate with their competition colleagues, the CSYCs, to:**

- Develop best practices and guidelines for inclusive and sustainable state tournament participation and growth.
- Attend the state tournament when possible.
- Network with coaches and encourage the development of middle school and youth club opportunities for play.
- Assist with finding a replacement coordinator upon deciding to step down.

### **Appointment**

The Manager of Youth and Education Programs and USA Ultimate staff appoint the SOC. Term is for one year, subject to annual review and evaluation, and the Manager of Youth and Education Programs may terminate or renew the position.

### **Requirements**

- USA Ultimate member in good standing
- Adhere to principles of the mission of USA Ultimate.
- Uphold USA Ultimate policies, procedures, and guidelines.
- Knowledge of the rules of ultimate
- Knowledge of USA Ultimate administrative structure
- Good communication and organizational skills
- Ability to attend an online training session with USA Ultimate staff and coordinators
- Access to email and the Internet at least four days a week.
- Fired up to promote and support the great sport of ultimate.

### **Benefits**

- All SOCs receive a thank you gift!
- Free USA Ultimate membership
- Free background check through National Center for Safety Initiatives
- Access to discounted discs
- Access to discounted instructional materials (DVDs, PE curriculum and skills and drills manuals)
- Direct involvement in discussion of administration and competition related to youth development
- Goodwill that goes with helping to facilitate a great opportunity for people to play ultimate
- Networking and getting to know other ultimate players throughout the state and country.

### **Application**

Send an email addressing the following four items to Manager of Youth and Education Programming Dan Raabe at [dan@hq.usultimate.org](mailto:dan@hq.usultimate.org). Applications are accepted until position is filled. Target length for each reply is a few sentences to one paragraph.



1. **Objective:** Explain why you are interested in this position.
2. **Qualifications:** Describe why you are qualified for the position.
3. **Ultimate Experience:** Briefly describe your involvement in ultimate, including as a player and/or organizer.
4. **Communication:** Briefly describe a position or role (work, volunteer, school) that required communication and organization between multiple groups. What challenges arose and how did you meet them?
5. **Other Considerations:** Provide any other information you feel should be considered.