



Youth National Volleyball Association (YNVA)

Employment Opportunities

The Youth National Volleyball Association (YNVA) is committed to providing an equal opportunity for all persons who wish to further the cause of the Youth National Volleyball Association and who have the qualifications to meet the job responsibilities.

In addition to the listing of employment opportunities, you will find listed a Site Director position. The Site Director position is an Independent Contractor's position and requires the Site Director to sign an Independent Contractor's Agreement with the YNVA.

Whether a staff member or Independent Contractor, you will play a key role in carrying out the Mission and Objective of the YNVA and will help make a positive difference in the lives of those the YNVA serves.

Available Opportunities:

Site Director Positions

As an Independent Contractor, Site Directors will be responsible for the administration and management of a YNVA Program Sites. The Site Director is on contract to ensure the YNVA Association policies and procedures are being followed, including but not limited to, ensuring the participants receive the YNVA Youth Volleyball Program Standard of Excellence and that all kids, "Play in Every Game".

The Site Director must have proven competencies in volleyball organization, and knowledge of the game and rules. He is responsible for carrying out the Association's objective by helping build positive character, enriching the lives and health of youth through the promotion of the YNVA Mission and programs. The Site Director is to put into practice the core values of integrity, teamwork, respect, caring, discipline, and accountability.

Upon your selection as a Site Director, you will receive details on a Site Director's contractual responsibilities. You will be required to sign a Site Director's Independent Contract Agreement with the YNVA.

The Site Director's Contract Agreement includes, but is not limited to the following principle activities:

- ❑ Securing a YNVA Program Site
- ❑ Program Development and Supervision
- ❑ Training Volunteer Coaches on skills and league play
- ❑ Supervising site to insure all programs are being taught correctly
- ❑ Promotion of programs to schools and organizations
- ❑ Interpret and uphold YNVA policies
- ❑ Maintain and control YNVA inventory
- ❑ Present to schools the YNVA Volleyball Assembly Program
- ❑ Implement per policy, the YNVA skill training, league play and tournament play
- ❑ Work with volunteer parent on an Advisory Council

Staff positions:

Administrative Assistance/Marketing Director

Position requires job experience in administration, marketing, public relations with a demonstrated performance record.

Job segment include but is not limited to:

- ❑ Reports to the President
- ❑ Assist the President in all aspects of managing the affairs of the YNVA, including but not limited to:

- Public Relations and Marketing
- Site research and selection
- Permit management and development
- Assist in the development of new program sites
- Communication at all levels of the organization
- Research and Development
- Volunteer Development

Advance Development Director

Position requires job experience in fundraising, sponsor and advertisement procurement.

Job segment include but is not limited to:

Support Fundraising

- Grow Scholarship Program
- Develop Annual Support Campaign Plans
- Assist in Special Event Planning and Development
- Recruit volunteers to support fundraising efforts

Sponsor & Advertisement Development

- Develop Sponsor Plan
- Identify Potential YNVA Sponsors and Advertisers
- Secure Sponsor and Advertising Dollars
- Develop a Volunteer Sponsor and Advertising Committee.

Anyone interested in any of the YNVA positions, including Site Director, should complete and sign the YNVA Employment Application. Mail to:

YNVA Administrative Office
82753 Odlum Drive
Indio, California 92201