

## USA Ultimate National Women's Growth Director (Club)

### Job Description:

The National Women's Growth Director (NWGD) is a new volunteer for the Club Division in USA Ultimate (USAU). The NWGD leads the Growth for women-matching players in the club competition groups, reporting directly to the Club Competition Manager. The NWGD is responsible for assisting the competition manager and National Directors with growing participation in women-matching players in any division. The NWGD will be responsible for identifying new teams to register for the post-season of their respective competition group, assisting local disc organizations in collaborating with women's division teams in their area for localized growth, and promoting local women's match play opportunities.

The NWGD is also a part of the Club Working Group. This team is responsible for strategic and tactical changes to the Club Series, such as implementation of tournament schedules, roster limits, and other issues related to women matching players.

While there are periods of greater activity, this is a year round position which requires attentiveness to multiple channels. A successful NWGD will have strong communication, administration, teaming and leadership skills.

The NWGD serves a two-year term starting in November and can be appointed to consecutive terms. This position comes with a free USAU membership and a stipend of \$500. The initial appointment to this position will be in May of 2025 and will continue through November of 2026.

As a new volunteer position role, there will be opportunities for the person in this role to identify and develop changes to this position based on their experience in the role. The ability to critically evaluate strategies for effectiveness will be an important part of this position.

### Responsibilities:

- Communication and Administration
  - o Be main point of contact for all new and prospective Women's teams, communicating important dates and deadlines consistently throughout the year
  - o Respond to emails from players, teams, coordinators, HQ, etc. in a timely manner
  - o Data collecting and analysis
  - o Collaborate with members of the Club Working Group, with a focus on partnering with the National Women's Director and National Mixed Director
- Strategic Direction
  - o Lead discussions on improving the Women's Division and woman-matching participation in the Mixed Division
  - o Contribute to discussions on improving the TCT
  - o Participate in the Competition Working Group
  - o Attend and participate in the annual Competition Working Group meeting in December **(2025 is tentatively scheduled in person in Denver in early December - the NWGD should plan on attending this meeting if at all possible)**

### Requirements:

- Excellent communication skills
- Initiative in contacting relevant stakeholders and monitoring activities of diverse groups
- Strong administrative and organizational skills
- Knowledge and enthusiasm for Ultimate and specifically USAU's Women's and Mixed divisions
- Regular use of email and Slack (at least 5 times per week)
- Delegate well

### Benefits:

- Opportunity to contribute to the development of Ultimate and the quality of USA Ultimate seasons
- Opportunity to work with other passionate and dedicated ultimate players to truly make a positive difference for the sport and USAU
- \$500/year stipend
- Support and guidance from USAU Headquarters
- Travel reimbursed for required events (Competition Working Group Meeting)
- Annual USAU Membership

### Calendar of Responsibilities:

- January – April
  - o Identify club teams that may need support in getting their pre-season started
  - o Work with Local Disc Organizations on organizing women's club combines
  - o Connect with women's club division teams that had <15 players on their team the previous year and determine how they can be assisted to sustain
  - o Coordinate with local disc organizations about organizing a women's only summer league opportunity (4v4, 7v7, etc)
- May – August
  - o Maintain communication with club teams regarding assistance that may be required in finding playing opportunities, registering for postseason, etc.
  - o Connect with women's and mixed club division teams who have participated in the regular season but have not registered for the postseason
- September – December
  - o Maintain communication with club teams regarding sustainable team models for year-to-year continuation of women-matching player involvement
  - o Season wrap up
  - o **Competition Working Group Meeting (tentatively scheduled for December, 2025)**

### To Apply:

Send a letter addressing the following 4 items to the Manager of Competition and National Team Programs, Marc Zigterman (marc@hq.usultimate.org) by Friday, April 11, 2025.

- 1) **Objective:** Explain why you are interested in this position.
- 2) **Qualifications:** Describe why you are qualified for the position. A copy of your resume may be attached.
- 3) **Ultimate experience:** Briefly describe your involvement in ultimate. As a player? As an organizer?

4) **Other considerations:** Provide any other information that you feel should be considered.

Your application should be no longer than 2 typed, single-spaced pages, before attachments.

The goal is to have this position filled by May 1, 2025.