



Brussels Sports Association Basketball Program Coordinator

Position Description:

The BSA Basketball Program Coordinator supports the Managing Director in implementation, support and growth of the BSA Basketball Program. This volunteer position requires approximately 10 hours per week during the 8-weeks of the BSA Basketball winter season and approximately 10 hours per month throughout the rest of the year. The BSA Basketball Program Coordinator is an integral member of the BSA leadership team, providing insights and feedback about the Basketball Program, helping to generate ideas for growth and improvement of the organization, and by positively representing BSA throughout the community.

Values:

The BSA Basketball Program Coordinator brings a commitment to the international community and a belief in the importance of sportsmanship and fair play. He/She has experienced the benefits of sport in his/her own life and believes that all children can learn the values of fairness, hard work, communication and fun through sports. He/She is dedicated to working with internationally diverse children and their families. He/She believes that volunteerism is an integral part of creating a vibrant, supportive and positive world and is committed to generously sharing his/her time in that effort.

Key Skills:

- Organized and able to strategically manage his/her time to ensure that communications with Basketball Program families are made in a timely manner.
- Able to communicate across cultures with patience, clarity and understanding. All BSA communication is done in English, but additional language skills are a welcome asset.
- Able to think outside the box and be creative when managing challenges.
- Enthusiastic about sports in general and basketball specifically. Being a “basketball person” is a plus!
- Have solid written and verbal communication skills.
- Basic computer skills, including experience with Excel.
- Comfortable representing themselves as a member of the BSA Board.

Key Responsibilities:

- Support the Managing Director in outlining season program goals and requirements based on projected program interest.
- Work with the Managing Director to create teams and recruit volunteer coaches.
- Communicate by email with BSA Basketball families regarding teams, schedules, volunteer coaches and concerns throughout the season.
- Support the Managing Director at the pre-season volunteer coaches’ orientation session.
- Be available to support volunteer coaches as needed throughout the basketball season – including, but not limited to ISBPlus, Sunday game days and weeknight trainings.
- Manage the BSA Basketball email account and communicate regularly throughout the year (with higher volume during the basketball season) by responding to emails in a timely manner.
- Attend regular board meetings throughout the year and serve as an active member of the BSA leadership team.
- Attend BSA promotional events as needed.

About BSA

The **Brussels Sports Association (BSA)** was established in 1958 to provide competitive team sports opportunities for children of the international community. BSA partners with international schools to provide 4 sports to all children from ages 4 - 12.

As a volunteer organization, **BSA promotes fair play, skills development and fun for children and their families.**

The BSA does not merely operate a sports program for children. It seeks to teach, through the direct interaction of BSA leadership, volunteer coaches and team parents, certain values associated with team sports, particularly values of fair play, team spirit and mutual respect. In BSA's philosophy, each child's efforts are to be maximized and praised, regardless of innate athletic ability. Team coaches seek, through basic skills evaluations, to balance competing teams, so that to the extent possible, a rough parity may be achieved.

- To provide an opportunity for children of the international and local communities in Belgium to participate in team sports.
- To instill basic athletic skills, a sense of fair play and team spirit via sports competition.
- To ensure that BSA sports programs are structured via established international guidelines to allow participating children to advance to other sports opportunities through high school and beyond.

The critical component of the BSA philosophy is that winning is NOT everything. Participating and effort are the keys and children are taught by the example of the BSA volunteers that losing a game or a season is far less important than the enjoyment one has in playing as well as one can. The joy of winning is the easy part; learning to lose gracefully is an equally valuable lesson for the children to learn. The BSA Board is careful to ensure that those who administer the sports programs practice the precepts of this philosophy.