



HOUSTON FOOTBALL ASSOCIATION

908 Town & Country Blvd | Suite 120 | Houston, Texas | 77024

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The **Houston Football Association** is South Texas' leading men's amateur soccer league. As the largest US Soccer affiliated league in Houston, our history of success and high growth has resulted in a new opportunity for a *Referee Assignor's Assistant and Apprentice* position. A keen understanding of top level amateur competition is required, and an existing relationship within the referee community of Houston, and South Texas is highly encouraged.

To be considered, please send a PDF or Word (97 or newer) format copy of your resume to hfa@hfasoccer.com.

Required Knowledge, Education and/or Experience:

- USSF Referee Training Experience
- Coordination and management of Referee Assigning tasks and duties
- Strong relationship building skills and enthusiasm to work with the HFA's Administrator, Board of Directors, and Membership
- Ability to work under pressure, while maintaining flexibility
- Excellent written and communication skills in English. Spanish would be helpful, but not required.
- High Proficiency in computer skills, including MS Word & Excel
- Understanding and adaptability to various online communication tools (Message boards, email communication)
- Proficiency and familiarity with existing Online Referee Assignment programs
- Existing Relationship(s) and/or experience working with youth level referee assignors and leagues

Responsibilities:

- Work and Learn with the present Referee assignment representative for HFA
- New Referee Development
- Assistance with New Referee Training
- Coordination of Referee Assessments
- Management of Membership Referee feedback surveys and forms
- Once monthly attendance at League match days as Referee Representative for HFA
- Coordination of new referee development through youth assignments
- Web Site & Online Referee assignment administration

Rewards:

- Progressive growth and responsibility for league Referee administration
- Competitive compensation
- Scheduling flexibility
- Equal and open access and dialogue between league administrator and BOD to quickly execute decisions and productive enhancements suggested
- Exposure to a multinational, competitive adult league with extensive networking opportunities

About the HFA:

Created in 1978, HFA is a member of the Texas State Soccer Association, South and is affiliated with the United States Soccer Federation. HFA is a non-profit organization with an office and staff Administrator who assists the membership and administers the league on a professional basis. HFA has grown to 90 teams representing more than 55 nations due to the league's reputation and the popularity of the sport.

Our regular season kicks off mid-September and runs through the end of April or May with a break during the holiday season. HFA's inter-league Memorial Cup tournament runs through the course of the season with the Final generally being played in June. All teams participate in the Memorial Cup, a single-elimination competition.

For more information, please visit our website at www.hfasoccer.com