

Juventus Sport Club

Silicon Valley's Premier Youth Soccer Club



Position: Fundraising Chair

About Juventus Sport Club

Juventus Sport Club ('JSC') is one of Silicon Valley's oldest and most successful youth soccer associations. Founded in 1956 by four Italian immigrants, Juventus today is a highly competitive youth soccer club based in Redwood City, equidistant between San Francisco and San Jose. Our mission is to develop skillful, confident and responsible youth male and female soccer players who will be successful on and off the field. We are a volunteer-run non-profit 501(c)(3) organization, fielding 45-50 teams in ages ranging between U8-U19, plus "junior programs" for younger children. Our teams compete successfully in many leagues including [CYSA/CCSL](#), [NorCal Premier](#), [US Club Soccer's National Premier League](#), and the [US Soccer Development Academy](#). Our many participating players often go on to play college-level soccer, and develop into well-adjusted and responsible young men and women.

Summary

JSC seeks a Fundraising Chair to organize and manage the 2017 Juventus Dinner & Auction. This person will be the lead responsible party to organize a committee and plan all aspects of the new annual fundraising event for the Juventus family. The Fundraising Chair will work with Juventus volunteers, parents, players, coaches and managers to make this the best event possible. This position reports to, and will work closely with, the JSC General Manager (GM).

Job Responsibilities

- Oversee all planning for the 2017 JSC fundraising dinner & auction, including
 - venue
 - decorations
 - caterer/food
 - music/entertainment
 - sponsorship/auction items/database
 - ticket sales
- Work with the JSC Board of Directors to propose a fundraising date and overall plan
- Recruit, and assign duties to, important volunteer positions
- Oversee any necessary training for all volunteers
- Drive the fundraising timeline
- Interface with local businesses regarding services (supplies, sponsorships, etc)
- Source auction items
- Review and manage all fundraising public communications
- Provide periodic reports to the JSC Board of Directors regarding fundraising status

Qualifications

- Ability to exercise strong business judgment including budget management.
- Previous experience organizing and planning large dinner events.
- Ability to effectively work on multiple projects at one time and proven ability to work under tight deadlines.
- Must have attention to detail, experience and proven ability to juggle multiple priorities.
- Ability to work collaboratively and in a positive manner with colleagues across functions.
- Excellent people skills, including strong communications, listening, and decision making skills.
- Strong computer skills, including proficiency in database applications (Microsoft Word, Excel, Powerpoint and Outlook).
- Excellent written, and verbal communication skills.
- Proven ability to maintain confidentiality and to work with tact and diplomacy.
- Calm under pressure.

To Apply

Please submit your resume and why you're interested to secretary@juventus-sc.org.

