



USA Basketball Women's National Team Assistant Director

As Women's National Team Assistant Director, this position reports directly to the Women's National Team Director and is responsible for providing assistance with women's national team program including, but not limited to the following:

Key Responsibilities:

- Assist in managing national team details, including but not limited to travel arrangements, event operations and team administration
- Manage athlete identification process and take a leadership role for junior national teams
- Maintain strong relationships with key stakeholders within the women's basketball community including athletes, coaches, parents, scouting services and sports organizations (WNBA/NBA, NCAA, USOPC, FIBA, NFHS, etc.)
- Organize junior national team trials and training camp preparations and operations, including coordination of support staff and referees
- Promote all USAB programs and assist, when needed, with 3x3 women's national teams and USA Basketball Foundation
- Coordinate video equipment, technology company relationships, video library and team recognition and awards
- Assist the Apparel and Equipment Coordinator with apparel inventory, monitoring and distribution
- Assist in budgeting process and financial management of all national teams
- Travel extensively, both domestically and internationally
- Additional duties as assigned

Desired Qualifications:

- Bachelor's degree from an accredited university or college
- Proven experience in a sports-related field
- Passion for basketball and understanding of the U.S. women's basketball community
- Strong instincts, judgment, and integrity
- Ability to work within a fast-paced environment as part of a team
- Strong organizational and administrative skills; excellent written and oral communication skills

Compensation and Benefits:

- Salary Range: \$65,000-\$75,000
- Full-time position located at National Headquarters in Colorado Springs, Colorado
- Comprehensive benefits package including retirement plan, medical, dental, life, STD & LTD insurance & PTO (paid time off)

Application Process & Hiring Requirements:

- Apply via email to hr@usabasketball.com; please use subject line WNT ASSISTANT DIR
- Include cover letter, résumé, and professional references
- No phone calls please; position will remain open until filled
- Candidate must pass a USA Basketball background screen, complete Safe Sport training and be fully vaccinated for COVID-19

