

Position Title: Technology Director

Organization: Washington Schoolgirls Lacrosse Association

Location: Washington State [Remote Potential]

Type: Volunteer, Part-Time

Reports To:

Executive Director or Board of Directors

Time Commitment: ~2-6 hours a week with occasional increase during busy seasons

About Us

WSLA administers girls' high school and youth lacrosse across Washington, organizing and promoting safe play, supporting the sport's growth, and honoring its native roots.

Overview:

The Technology Director is responsible for overseeing and managing the digital infrastructure and technology platforms that support the operations and communication needs of the Washington Schoolgirls Lacrosse Association (WSLA). This role ensures the effective functioning, security, and development of the M365 communication platform, the Crossbar website, and all other software required for the association's activities.

Key Responsibilities:

- Lead the administration and maintenance of the M365 communication platform, ensuring seamless collaboration and information sharing among staff, coaches, players, and stakeholders.
- Oversee the management, updates, and optimization of the Crossbar website, guaranteeing its reliability, user-friendliness, and timely content updates.
- Evaluate, implement, and maintain all other software solutions needed for the day-to-day operations of WSLA, including league management, registration, and scheduling tools.
- Develop and enforce technology policies, procedures, and best practices to ensure data security and privacy.
- Serve as the primary point of contact for technology-related vendors and partners.
- Provide technical support and training for staff, coaches, and volunteers as needed.
- Monitor industry trends and recommend technology improvements to enhance organizational efficiency and user experience.
- Prepare and manage the technology budget, ensuring cost-effective solutions and investments.

Preferred Qualifications:

- Proven experience managing Microsoft 365 and web platforms (Crossbar experience preferred).
- Strong understanding of website content management systems and digital communications.
- Experience with software evaluation, procurement, and implementation.
- Excellent problem-solving, project management, and communication skills.
- Ability to work collaboratively with diverse stakeholders.

This position ensures that WSLA's technological backbone is robust, secure, and responsive to the lacrosse community's needs.

How to Apply:

Please submit a **brief** (short paragraph) cover letter, resume, and up to three references to **info@wslax.org**. Applications will be reviewed on a rolling basis.