



Job Announcement – Temp, Beach Operations Assistant, Beach NTDP

About USA Volleyball

Would you like to work in the Olympic & Paralympic movement with one of the most successful organizations serving one of the fastest growing and exciting sports in the world? USA Volleyball (USAV) is the national governing body for beach, indoor, sitting, snow, and para-beach volleyball in the United States with over 500,000 members, responsible for selecting the Olympic & Paralympic volleyball teams. USA Volleyball also supports a network of regional associations, youth and junior programs, national championships, coaching and officials training, grassroots development, and the SafeSport initiative. Visit www.usavolleyball.org for more.

USAV is an equal opportunity employer committed to increasing the diversity of its community. We do not discriminate on the basis of race, color, national origin, gender, age, religion, gender identity or expression, disability, or sexual orientation in our programs and activities or our employment practices. To learn more about USAV's diversity, equity and inclusion efforts, please visit our DEI page at: <https://usavolleyball.org/dei/>.

Job Description

The Temp Beach Operations Assistant, BNTD is a temporary full-time position reporting to the Director, Beach NTDP. This position supports the safe and efficient coordination and operation of logistics as well as assisting with essential BNTDP activities; to include on-site event support. This position will run from June 29th through December 31, 2026. Additional hours may be required to include nights, weekends, and holidays. The ideal candidate will be able to demonstrate a growth mindset and the aptitude to handle multiple tasks.

Essential is the commitment to demonstrate a sense of inclusion, safety, and collaborative behavior across the organization, supporting a culture of integrity, humility, and consummate professionalism. Extended hours may be required to include nights, weekends, and holidays.

The position is located in Torrance, CA.

Summary of Duties and Responsibilities include but are not necessarily limited to:

- Assist with organizing, packing, and shipping equipment for regional, national, and international events; support receiving, tracking, and distribution activities for Beach NTDP.
- Perform duties in compliance with OSHA safety standards and maintain a safe working environment.
- Help maintain the Beach stockroom in a clean, organized, and efficient manner.
- Prepare and fulfill orders for delivery or pickup according to established schedules (pick, pack, label, and ship).
- Receive and process incoming shipments, including unloading, labeling, storing, and notifying appropriate staff of deliveries related to Beach NTDP and Beach National Team apparel, equipment, and supplies.
- Provide logistical support for Beach NTDP events, including on-site assistance and potential local travel as needed.
- Communicate clearly and professionally with athletes, families, coaches, staff, and other USAV stakeholders.
- Assist with athlete check-in, housing coordination, and overall event operations.
- Serve as an on-site point of contact for athletes and staff during program activities.
- Support program staff with administrative tasks such as scheduling, data entry, and communications.
- Contribute to special projects and departmental initiatives as assigned.



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- Assist in preparing program materials, athlete packets, and staff resources.
- Other duties and projects as assigned.

Qualifications:

- High School Diploma or equivalent GED level credential
- Strong attention to detail and organizational skills.
- Proficient with Microsoft Office Suite, especially Excel.
- Work experience with stockroom operations, logistics or equipment management is a plus.
- Must be able to comfortably and safely lift and transfer up to 50lbs.
- Must be able to successfully pass a USAV background screening (prior to hire date).
- Must successfully complete Safe Sport training within two weeks of hire date. Training must be maintained throughout employment.

Salary: \$18-\$20/hr.

Benefits:

USAV also offers a comprehensive benefits package to all full-time employees to include:

- **Holidays**-Up to 15.5 paid holidays per year
- **403B retirement plan**- able to contribute to 403(b)
- **Health Benefits** (medical, vision) No monthly premiums are deducted for employee only health benefit. An opt-out rebate is provided for employees waiving USAV medical coverage should they already have coverage with a qualified group health plan
- **Employee Assistance Program (EAP)**
- **DEI, Social and Wellness Committees**
- **Discounts on sponsored vendor apparel (Mizuno)**

Benefits may be modified or discontinued from time to time at the company's discretion as permitted by law

Applications accepted online only. Phone calls not accepted. Applications must be received by no later than **Friday, June 26, 2026**. Please ensure your cover letter addresses your interest in USAV and the position.

<https://recruiting.paylocity.com/recruiting/jobs/List/3611/USA-Volleyball>