

POSITION DESCRIPTION

TITLE: Assistant Women's Soccer Coach – (Part-Time, Contingent)

Collective Bargaining - Ineligible - Contingent
Contingent positions are not eligible to participate in collective bargaining.

JOB SUMMARY:

The part-time Assistant Women's Soccer coach is responsible for serving as an assistant coach in a competitive NCAA Division III women's soccer program. Duties for the part-time Assistant Women's Soccer Coach position include assisting in all areas of coaching the women's soccer team including, but not limited to, recruiting, organizing, video breakdown and analysis, planning practices and game strategies and working with the goalkeepers. This position reports to the Head Women's Soccer Coach.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Note: These examples are intended only as illustrations of the various types of work performed in positions allocated to this class. The omission of specific statements of duties does not exclude them from the position if work is similar, related, or a logical assignment to the position.)

- Responsible for following the policies and procedures as defined in the employee handbook.
- Assists in recruiting qualified student-athletes, including tours and scheduling overnight visits.
- Assists in organizing and conducting effective training sessions.
- Organizes and runs specific drills and training sessions.
- Assists with video breakdown and analysis of recruits and opponents.
- Attends recruiting games and tournaments throughout the summer.
- Reviews and upholds all NCAA, UEC, and SMCM rules, regulations and policies.
- Demonstrates a high level of leadership, sportsmanship, and personal and ethical conduct becoming of a public honors college, the UEC, the NCAA and the appropriate professional coaching association.
- Reviews annually the NCAA, UEC, and sport rules.
- Communicates and cooperates with the training staff regarding athlete medical clearance, injury prevention, rehabilitation and the status of injured athletes.
- Communicates and cooperates with the SID regarding the promotion of the team and individuals.
- Communicates, cooperates and assists the athletic and institutional staff with the daily management of the sport program.

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MINIMUM QUALIFICATIONS:

- Education: Bachelor's degree preferred.
- Experience at the college level, including recruiting and video breakdown and analysis, and working with female athletes preferred.
- USSF D Coaching License or higher preferred.
- Knowledge of NCAA and UEC rules and regulations.
- Must possess a valid driver's license.
- Ability to travel, and to work weekends and nights.
- Ability to lift approximately thirty (30) pounds.
- Any combination of acceptable education and experience, which has provided the necessary knowledge and skills to fulfill the requirements of this position, may be considered.