

POSITION DESCRIPTION

TITLE: Assistant Men'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 Men's Soccer Coach is responsible for serving as an assistant coach in a competitive NCAA Division III men's soccer program. Duties for the part-time Assistant Men's Soccer Coach position include assisting in all areas of coaching the men's soccer team including, but not limited to, recruiting, organizing, planning practices and game strategies. This position reports to the Head Men'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 drills and training sessions.
- 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.
- Serves as a Campus Security Authority in accordance with the Clery Act.

Position Description
Assistant Men's Soccer Coach (Part-time)
Page 2

MINIMUM QUALIFICATIONS:

- Education: Bachelor's degree preferred.
- Experience at the college level preferred, including experience.
- 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, work nights, and weekends required.
- Ability to lift approximately thirty (30) pounds.
- Minimum availability is 2-3 days per week during the Fall season and during the Spring non-traditional season. Available to attend some recruiting tournaments and games in consultation with the Head Soccer Coach.
- 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.