

# EWC Head Volleyball Coach

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## Job Summary

The Head Volleyball Coach is responsible for the organization, direction and administration of the women's volleyball program, including the implementation and maintenance of standards of academic and athletic excellence. The Head Volleyball Coach must have a thorough knowledge of and commitment to compliance with the rules, regulations and policies of Eastern Wyoming College and the NJCAA and Region IX.

## Duties and Responsibilities

### Essential

Maintain knowledge and rules of the NJCAA in all aspects as it relates to this position.

Responsible for the complete operation of a Region IX program including staff selection, supervision, evaluation, scheduling, recruiting and academic progress of student athletes.

Involved in development and planning of fund raising activities and be able to promote the best interests of the College by developing and maintaining effective relationships with faculty, staff, players, other students, administrators, the community, secondary school personnel, and media.

### Other

Budget Management

Teaching on a part-time basis and/or working in student services area.

Performs other job related duties as assigned by supervisor.

## Organizational Relationships

Reports directly to the Director of Athletics with upline reporting to the Vice President for Student Services. Supervises Assistants. Interaction with Director of Athletics, Compliance and Educational Services Director, Athletic Training staff, College Relations staff, student/athletes, media, faculty, and other staff members.

## Minimum Requirements

Bachelor's degree and 1-3 years collegiate coaching experience, or equivalent experience at the collegiate or high school level. Knowledge of NJCAA rules and compliance issues concerning the administration of intercollegiate athletics. Driver's License (CDL Bus Endorsement). Certification in first Aid and CPR. Ability to lift heavy objects to set-up facility and loading/unloading bus for trips.

## Additional Desirable Qualifications

Master's degree. Excellent communications and organizational skills. Demonstrated ability to recruit student-athletes with potential for academic and athletic success. Teaching experience.

## **Working Conditions and Atmosphere**

In accordance with the principles of NJCAA rules compliance, it is understood that any employee who is found in violation of NJCAA regulations shall be subject to disciplinary or corrective action as set forth in the provisions of the NJCAA enforcement procedures, including suspension without pay or termination of employment for significant or repetitive violations.

Visible program under constant scrutiny of students, faculty, staff, community, media and alumni. Considerable travel, including frequent night and weekend hours involved.

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Date 1/24/2014