

## **Sul Ross State University Position Description**

**Official Title:** Full-Time Assistant Volleyball Coach **Job Code:** 3350

**Salary Group:** RC (8)

### **Summary**

**Function:** Assist in coaching and schedule games, practices and conditioning:

**Scope:**

### **Duties**

1. Assist in training and practice sessions, ensuring that all appropriate safety guidelines and standards are maintained.
2. Perform specific coaching responsibilities during athletic events.
3. Attend coaches preparatory meetings and implement strategies resulting from these meetings.
4. Assigned responsibilities within the daily operations and overall administration of the sports program.
5. Develop a comprehensive and functional knowledge of the sport and maintain a thorough and continuing familiarity with all applicable University and NCAA regulations.
6. Scout and recruit quality student-athletes under the guidance and direction of the head coach and coordinate all recruiting activities with the head coach and with appropriate Departmental personnel.
7. Be responsible to identify, cultivate, and assess for a specific geographical area or position group.
8. Serve as an Academic Enhancement staff member responsible for all facets of the sport specific academic program, including the monitoring of individual student-athletes academic progress as expressed by the faculty.
9. Demonstrate an active interest in the academic progress of student-athletes.
10. Work closely with all appropriate departmental personnel to assure academic success of student-athletes.
11. Work with student-athletes to monitor adherence to rules and regulations regarding conduct, appearance and behavior.
12. Provide individual counseling to student-athletes when appropriate and direct the student-athlete to professional staff when needed.
13. Work closely with the athletic training staff to insure the safety of all student-athletes.
14. Perform other duties as assigned.
15. Represents the sports program to various institutional programs and externally to the media, funding agencies, students, parents, faculty and the general public.

Responsible for personal safety and the safety of others; must exercise due caution and practice safe work habits at all times. This position is Security Sensitive.

Non-Essential:

### **Supervision**

Received: Volleyball Coach

Given:

**Education**

Required: Bachelor's degree required and/or related work experience.

Preferred:

**Experience**

Required: Previous coaching and playing experience required

Preferred: Preferably at the collegiate level coaching and playing

**Equipment/Skills**

Required: Effective verbal and written communications skills are essential.

Preferred:

**Working Conditions**

Usual: Position is Security Sensitive.

Special:

Any qualifications to be considered in lieu of stated minimums require the prior approval of the Human Resources Director.

Date revised: February 2017