

Sul Ross State University

Position Description

Official Title: Head Women's Basketball Coach **Salary Group:** RU/7 **Job Code:**3355

Summary

Function: Provide leadership, organization, and supervision for all aspects of the women's basketball program at Sul Ross State University to insure a competitive and successful program, following all NCAA Division III, American Southwest Conference and university rules and regulations.

Scope: Coordinate all aspects associated with running a competitive NCAA Division III basketball program

Duties

Essential:

- Identify, attract and matriculate outstanding student-athletes who demonstrate the ability to be academically and athletically successful.
- Schedule practices for both in season and out of season
- Schedule all competitive events and complete all travel arrangements.
- Monitor student-athletes academic performance. Emphasis on graduation rates and academic progress.
- Monitor all workouts to ensure student-athlete safety
- Be knowledgeable of, and abide by, all university, NCAA Division III, and conference policies
- Recruit and retain high quality student-athletes
- Correspond with prospects using a variety of communication channels; including written, in person contact, phone and visits.
- Support student-athlete academic and athletic excellence, leadership development, team development and community service.
- Maintain database of information regarding recruiting, including number of contacts, number applied, number visited, number accepted and number enrolled.
- Ability and willingness to fundraise
- Prepare and manage the budget for basketball
- Order and maintain all equipment necessary
- Stay current with developments in the profession
- Maintain NCAA Compliance
- Other Duties as assigned

Knowledge, Skills & Abilities

- Clear knowledge of the sport(s) of basketball; ability to develop a competitive program.
- Ability to maintain effective working relationships with co-workers, student-athletes and alumni
- Excellent oral and written communication skills
- Strong recruiting and coaching skills
- Ability to collaborate and communicate with a wide variety of students, parents, alumni, faculty, departmental staff, administration and the community.
- Proficient with technological recruiting and coaching tools
- Clear understanding of, and commitment to the NCAA Division III Philosophy as well as NCAA, ASC and departmental rules and regulations

Supervision

Received: Athletic Director

Given: Assistant Coach & Graduate Assistant

Education

Required: Bachelors Degree in kinesiology or physical education, or applicable degree.

Preferred: Masters Degree in kinesiology or physical education, or applicable degree

Experience

Preferred: Collegiate Level Coaching Experience. Personnel Management & Supervision.

Valid Drivers License.

Working Conditions

Usual: Nights and Weekends required. Position is Security Sensitive.

Prior coaching experience can be substituted for required education. Proof of progress towards CSCS Certification may be considered as well.

Date revised: 05.2022