



## **JOB DESCRIPTION**

**JOB TITLE:** Head Coach-Women's Basketball Program

**REPORTS TO:** Dean of Students

**CLASSIFICATION:** Professional I

**STATUS:** Full time, Exempt (Coaches as Exempt Teachers [29 C.F.R. 541.303])

**LENGTH OF EMPLOYMENT:** 10 month continuing position

### **JOB OVERVIEW:**

The Head Women's Basketball Coach's primary duties are to:

1) (45%) Perform administrative functions directly related to the development of student athletes participating in Connors State College's intercollegiate Women's Basketball Program. Perform professional and administrative coaching duties directly related to women's basketball during athletic contest and practices. These duties shall be performed with a clear understanding of, and commitment to, the mission of the College, as well as the NJCAA and Oklahoma Collegiate Athletic Conference rules and regulations. Supervise Assistant Coach's duties; manage the completion of competition schedules, game event promotions, recruiting, fundraising, community involvement, and social activities for student athletes.

2) (55%) Teach undergraduate academic courses e.g., Fundamentals of Coaching Basketball, Health and Physical Education, and other accredited classes to CSC Students as required. Educate and develop student athletes within their sport. These teachings include academic advising/tutoring, imparting strength, basketball fundamentals, and fitness training techniques; film study, special work-outs, practice sessions and competitive growth opportunities. Additionally, for student athletes that are also student-workers under the coach's tutelage; the nurturing and development expands to include all aspects of the sport including but not limited to, team management, etc.

### **DUTIES AND RESPONSIBILITIES:**

- Teach undergraduate academic courses each semester and during summer as required.
- Conduct team strength training during "on" and "off" season to athletes.
- Educate & instruct student athletes on proper sport fundamentals during individual workout sessions and during film study.
- Tutor student athletes during study hall sessions
- Provide work-out instruction and guidance to fitness center attendees
- Plan and supervise effective practices for student athletes

- Operate a program within guidelines and procedures as established by all governing agencies
- Maintain proper conduct of team members on and off-campus
- Maintain fiscal responsibility of program, remaining within budget and following Business Office protocol
- Maintain all equipment and athletic property in proper manner
- Communicates effectively, supports and cooperates with the Athletic Director and Dean of Students in establishing and conducting a quality athletic program
- Performs other duties as assigned by Athletic Director or Dean of Students

***The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.***

**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to develop a winning basketball program
- Ability to recruit quality student athletes
- Ability to teach the fundamentals of the game
- Ability to fundraise and promote programs in the community
- Demonstrated ability to monitor academic progress and graduation rates
- Demonstrated willingness and ability to act ethically and socially responsible

**EDUCATION/ EXPERIENCE REQUIRED:**

- Bachelor's degree required; Master's preferred
- Successful high school or college coaching experience

**LOCATION:** Warner Campus

***Connors State College is an Affirmative Action/Equal Opportunity/E-Verify Employer.***

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

09.21.16