



JOB TITLE: Head Coach Men's Volleyball

DEPARTMENT: Athletics

SUPERVISOR: Vice President of Athletics

FLSA STATUS: Exempt

MAJOR PURPOSE:

The purpose of the Head Coach, Men's Volleyball position is to develop Christ-centered excellence, to mentor and challenge student-athletes to grow spiritually (discipleship), academically, athletically, to provide opportunities for Christian service through the medium of volleyball and to be consistently competitive at the championship level. This position is responsible for initiating, developing and leading all aspects of the men's volleyball program, such as recruiting, scheduling opponents, individual training, and coaching team members. This position provides support for specific internal operations for the Athletic Department and must abide by rules and regulations established by Jessup University, the NCAA (National Collegiate Athletics Association) and PacWest Conference.

The pay for this position is generally \$66,560. Individual pay is generally determined by a number of factors including job-related skills, experience, relevant education or training and location.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide Christ-like (biblical) leadership for the men's volleyball program and athletic department.
- Recruit and graduate student-athletes who maintain the standards of the university and department.
- Recruit, mentor and supervise assistant coach(s).
- Schedule practices, games, transportation/accommodations and travel itineraries for road games with the approval of the Vice President of Athletics and in coordination with the Administrative Assistant to Athletics.
- Disciple and assist with character development of student-athletes.
- Plan and be involved in summer missions' opportunities for student-athletes.
- Represent the University at conference and national meetings as assigned.
- Prepare and oversee program budget.
- Assist and provide fund raising efforts aimed to support of the Athletic Department as well as men's volleyball program.
- Assist in the development of public relations with local constituencies aimed at gaining support for men's volleyball as well as all athletic programs.
- Coordinate Athletic department sport camps including communication with coaches, calendar of camps, enforcement of standards, best practices, policies, procedures, and intra-departmental communication (HR, Business Office, etc.).
- Attend mandatory coaches and departmental meetings.
- Responsible for a variety of administrative support duties as assigned by the Vice President of Athletics.
- Complete other duties as assigned.

QUALIFICATIONS

EDUCATION/CERTIFICATIONS:

- Bachelor's degree required

- Master's degree preferred

REQUIRED KNOWLEDGE/EXPERIENCE:

- Knowledge of and committed to Jessup University mission statement and philosophy as well as applicable national and conference affiliation rules and regulations.
- Knowledge and understanding of all aspects of the game of men's volleyball.
- A minimum of 3 years coaching and recruiting experience at the college level or equivalent related experience.
- Requires a valid driver's license and be eligible to drive on University-related business (i.e. to practices, games, etc. including transporting students) according to Jessup insurance requirements.

SKILLS/ABILITIES:

- Exhibit and articulate a vibrant, personal relationship with Jesus Christ.
- Strong interpersonal skills and the ability to communicate effectively, both orally and in writing.
- Strong organizational skills, proficiency in oral and written communication, public relations skills, and strong self-motivation characteristics.

WORKING ENVIRONMENT:

The employee agrees to promote the values and mission of WJU as a private Christ-centered University and live a life consistent with biblical principles. The employee shall conduct himself/herself in a manner consistent with the Community Covenant and Statement of Faith. Additionally, the employee may play a formative role in the spiritual lives of students in a manner consistent with the Community Covenant and Statement of Faith. This may include leading devotions and/or spiritual formation groups and seeking other opportunities consistent with a biblical spiritual formation role.

WORKING CONDITIONS:

The employee is regularly in a typical, air-conditioned office environment with adequate light; moderate noise levels; and tile, concrete, and carpeted floors. There are no hazardous or significantly unpleasant conditions.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION:

While performing the duties of this job, the employee is regularly required to talk or hear and frequently required to stand, walk, sit, and use hands to handle files, computers, and phones; reach with hands and arms; stoop, crouch and kneel. Frequent and regular repetitive movements required using the wrists, hands, and/or fingers. The employee will occasionally lift and/or move up to 50 pounds. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The above statements and job description are intended to describe the nature and level of work being performed within this job. They are not intended to be an exhaustive list of all responsibilities, duties and tasks. Other similar or additional duties are to be performed or assigned. Job descriptions are not intended as and do not create employment contracts. William Jessup University maintains its status as an at-will employer. Employees may be terminated for any reason not prohibited by law.

A coach who is found in violation of NCAA regulations shall be subject to disciplinary or corrective action as set forth in the provisions of the NCAA enforcement procedures, including suspension without pay or termination of employment for significant or repetitive violations.

I acknowledge I have reviewed the content of this job description and understand that to perform this job successfully, I must be able to perform the essential duties with or without accommodation. If I am requesting any reasonable accommodations in order to perform my job, I must immediately inform my supervisor or Human Resources.

Employee Signature

Date