



JOB DESCRIPTION

TITLE:	Head Coach – Cheerleading
DEPARTMENT:	Student Life
REPORTS TO:	Director of Student Life
SUPERVISES:	None
STATUS	PT Hourly
CLASSIFICATION:	Administrative Staff
F.T.E:	Part Time
DATE REVIEWED:	August 2018

Mission Statement: *“Villa Maria College, founded by the Felician Sisters, provides students a rigorous and enriching educational experience. Offering academic programs with a broad core curriculum, the College transforms and empowers students to realize their intellectual, creative, professional, and spiritual potential. Inspired by a welcoming Catholic tradition and a dynamic Franciscan spirit, Villa Maria College offers individual attention and fosters compassion, justice, peace, respect for human dignity and a commitment to service.”*

Villa Maria College Core Values: *“Respect for Human Dignity, Compassion, Transformation, Solidarity with the Poor, and Justice & Peace.”*

JOB SUMMARY:

The Head Cheerleading Coach provides leadership to the Villa Maria College Cheerleading team. Reporting to the Director of Student Life, the Head Coach will have a central role in building the program, recruiting its members and overseeing all aspects of operation. The Head Coach will provide effective recruitment, leadership, management, organization and direction to the Cheerleading program. As a member of the Student Services staff, the goal of working with students is to help them to be successful and develop personal responsibility. The Head Coach should strive to incorporate the mission of the college into the program in meaningful ways. The Head Coach is responsible for creating and maintaining a safe atmosphere for all cheerleading activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Facilitate all recruiting activities including making phone calls, visiting high schools, and hosting student visits on campus.
- Facilitate preseason cheer camp, including all aspects of planning and training.
- Facilitate in-season cheerleading for men’s and women’s basketball
- Maintain a professional relationship with students and colleagues.

- Serve as the primary recruiter for first year and transfer students.
- Oversee all aspects of the program, including: performance, budgeting and planning, direction, creative direction, scheduling, resource management, staff supervision, etc.
- Additional responsibilities may include but are not limited to assisting in with the support of school spirit on campus, when needed.

ESSENTIAL FUNCTION:

Recruiting students to the cheer program is an essential component to this position. The Head Coach will recruit students through phone calls, campus visits, high school visits, clinics, etc. The minimum recruitment goal is 5 or more new and/or transfer students each year.

QUALIFICATIONS:

- Must possess a bachelor's degree from an accredited college or university.
- Must have a current and valid driver's license and be able to drive for the College.
- Previous coaching experience required, preference may be given to candidates with collegiate level cheerleading experience.
- AACCA certifications strongly preferred or must be willing to obtain.
- Successful candidates will possess a dynamic ability to recruit qualified students to Villa Maria College and the Cheerleading program.
- The ideal candidate should possess a strong commitment to help motivate, teach, and prepare student to be excellent cheerleaders in an environment of safety.

ENVIRONMENTAL CONDITIONS:

Athletic setting with high level of physical activity

Professional business office setting with heavy computer use, as well as athletic/fitness setting. General environment requires employee to be flexible. This work includes standing and walking, including up and down stairs, moving up to 25-pound boxes, etc. Evening and weekend hours will be required.

PLEASE APPLY ON-LINE AT: jobs.villa.edu

When you have completed the on-line application process your information will be forwarded to the Search Committee for review and consideration. Once the selection process is completed, qualified candidates will be contacted for an interview.

Posting Deadline: Review will begin immediately and will continue until the position is filled.

****Villa Maria College is an Equal Opportunity Employer****