



## JOB DESCRIPTION

<b>TITLE:</b>	<b>Head Coach – Men’s Soccer</b>
<b>DEPARTMENT:</b>	<b>Athletics</b>
<b>REPORTS TO:</b>	<b>Director of Athletics</b>
<b>SUPERVISES:</b>	<b>Assistant Coaches, Work Study Students</b>
<b>STATUS</b>	<b>Part Time</b>
<b>CLASSIFICATION:</b>	<b>Administrative Staff</b>
<b>F.T.E:</b>	<b>Part Time</b>
<b>DATE REVIEWED:</b>	<b>August 2018</b>

**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 SEARCH SUMMARY:**

Villa Maria College seeks to hire a part-time head coach for men’s soccer.

### **POSITION SUMMARY:**

The Head Coach position manages all aspects of the program as overseen by the Director of Athletics. The Head Coach works independently but is also responsible for communicating with athletic staff to manage all practice and game preparation and logistics, hiring of assistant coaching staff, season administration, athletic training, travel and recruitment of new players for the program. Recruitment and retention of players are both key and priority aspects of this position.

### **ESSENTIAL RESPONSIBILITIES**

The candidate must demonstrate a strong professional work ethic and unwavering commitment to the academic success of students and mission of the college.

### **QUALIFICATIONS:**

- Bachelor’s degree is required
- Qualified candidates will have previous coaching experience with preference given to collegiate level experience.

- Candidates should have strong interpersonal and leadership skills, proven ability to recruit quality student-athletes, a commitment to building a strong USCAA and/or NCAA Division III program, and a working knowledge of USCAA rules and regulations.
- Must be able to work evenings and weekends throughout the season and off-season in regards to recruitment and recruiting/admissions events.
- Must have a current/valid NYS driver's license and an acceptable driving record.

**ESSENTIAL FUNCTIONS:**

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

**Apply online:** [Jobs.villa.edu](http://Jobs.villa.edu)

Applicant reviews will begin immediately and will continue until the position is filled.

*The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities. Villa Maria College management reserves the right to amend and change responsibilities to meet business and organizational needs as necessary. EOE/AA*

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