



JOB DESCRIPTION

TITLE: Assistant Coach Men's Basketball
DEPARTMENT: Athletics
REPORTS TO: Director of Athletics
SUPERVISES: None
SALARY: \$8000.00
CLASSIFICATION: Administrative Staff
F.T.E: Part-Time
DATE REVIEWED: August 2025

ABOUT VILLA MARIA COLLEGE:

Villa Maria is a private higher education institution offering a wide variety of academic programs. Villa is in Cheektowaga, New York, bordering the City of Buffalo, a metropolitan area known for its affordability, four seasons, and for being the "City of Good Neighbors".

MISSION STATEMENT:

Villa Maria College is a Catholic, Franciscan college, founded by the Felician Sisters, that uses innovative strategies to educate and empower a diverse student body to positively impact their communities.

Diversity Equity, Inclusion & Belonging Statement:

At Villa Maria College, we value diversity and respect for human dignity as foundations for our collective growth. We develop effective reciprocal relationships based on compassion, trust, and authenticity. To fulfill this purpose, we welcome all students and employees who contribute to the richness of our diversity. We work every day to ensure that all who join our inclusive community have what they need to realize their full potential.

OUR CORE VALUES:

"Respect for Human Dignity, Compassion, Transformation, Solidarity with People in need."

POSITION SUMMARY:

The **Assistant Coach Men's Basketball** position manages all aspects of the program as overseen by the Director of Athletics. The **Assistant 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 of players is a key aspect of this position.

ESSENTIAL QUALIFICATIONS:

- Previous coaching experience is encouraged, with preference given to collegiate level experience.

- Candidates should have strong interpersonal and leadership skills and ability to recruit quality student-athletes.
- Must be able to work evenings and weekends throughout the season and off-season.
- Must have a current/valid NYS driver's license and an acceptable driving record.
- Candidate must demonstrate a strong professional work ethic and commitment to the academic success of students
- Must be goal oriented, able to motivate teams and collaboration among student team members.

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.

Villa Maria College is an equal opportunity employer and does not discriminate based on age, race, religion, creed, color, sex, sexual orientation or preference, national or ethnic origin, marital status, physical or mental disability, or any other protected classifications in admissions, employment, or any other aspect regarding the conduct of college programs and activities. Should you require accommodation, according to the guidelines of the ADA, please seek the counsel of the Director of Human Resources for assistance.