



TITLE: Head Coach Men's & Women's Cross Country
DEPARTMENT: Athletics
REPORTS TO: Director of Athletics
SUPERVISES: Assistant Coaches, Work Study Students
STATUS: Part-Time
CLASSIFICATION: Stipend

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."*

OUR CORE VALUES: *"Respect for Human Dignity, Compassion, Transformation, Solidarity with the Poor, and Justice & Peace."*

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, travel and recruitment of new players for the program. Recruitment and retention of players are both key and priority aspects of this position.

QUALIFICATIONS:

- Must demonstrate a strong professional work ethic and unwavering commitment to the academic success of students and mission of the college.
- Earned bachelor's degree is required and collegiate athletic experience is expected.
- Previous coaching experience with preference given to collegiate level experience.
- Strong interpersonal and leadership skills.
- Proven ability to recruit quality student-athletes.
- Commitment to building a strong USCAA and NCAA Division III program.
- Working knowledge of USCAA and NCAA rules and regulations.
- Must be able to work evenings and weekends throughout the season and off-season for recruitment and recruiting/admissions events.
- Must have a valid driver's license and a good driving record.

WORK ENVIRONMENT:

General work environment requires employees to consistently use manual dexterity in reaching, writing, navigating around the office/workspace and athletic/fitness space. This position requires fully functional vision and auditory abilities. This position may include hours standing and walking, including up and down stairs, moving items of up to 25-pounds. Occasional evening and weekend hours may be needed to perform work associated with this position. If the position requires use of vehicle for College purposes, a valid New York State driver's license check may be required for occasional off- campus assistance and support.

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 on the basis of 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 an accommodation, according to the guidelines of the ADA, please seek the counsel of the Director of Human Resources for assistance.