

Job Description

JOB TITLE: Head Women's Volleyball Coach (Full-Time)

DEPARTMENT: Athletics

REPORTS TO: Athletic Director

POSITION SUMMARY: The Head Coach is responsible for building, recruiting, and maintaining a women's volleyball program consistent with all of the goals of Rochester University and the policies and procedures outlined in the Athletic Department Handbook.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Bachelor's Degree Preferred
- 1-3 years of coaching experience, preferably at a college level

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Recruit and maintain a team of 30 players. **Team members selected from the student body will not be considered a recruited player unless approved by the Senior VP over Athletics & the VP of Enrollment Services.**
- Appropriately manage the women's volleyball scholarship budget and discount rate
- Appropriately manage the women's volleyball budget including expenses related to team travel, contest officials (when applicable) and team equipment, etc.
- Conduct and supervise all practices
- Schedule and attend all contests as approved by the Athletic Director. **Must travel with the team unless alternate arrangements have been approved, in advance, by the Athletic Director**
- Work with Facilities Management Director and Athletic Director to secure facility rentals when appropriate
- Oversee all game preparation
- Promote the academic success of student-athletes through support and encouragement of the Academic Center for Excellence (ACE) Lab
- Attend all scheduled coaching staff meetings unless excused by the Athletic Director
- Assist the Athletic Director in creating the budget and work to stay within the budget. Communicate with the Athletic Administration as it relates to ordering equipment, planning for travel, etc.
- Meet and communicate with the Senior VP over Athletics, Athletic Director and other members of the Rochester University coaching staff on a weekly or bi-weekly basis
- Work with Enrollment Services as it relates to financial aid for recruits as well as campus tours and other recruiting needs
- Other administrative duties within the athletic department as assigned, such as but not limited to, game day management/oversight, administrator on duty, etc.
- Promote an inclusive Rochester through demonstration of our Diversity Statement. Participate in developmental activities to increase understanding and awareness of issues related to diversity, equity and inclusion both individually and as related to my field of work, profession or discipline.

REQUIRED SKILLS AND ABILITIES:

- Proficient in recruiting quality student-athletes that connect to the mission of Rochester University
- Ability to work a flexible schedule to travel to all games, including night and weekend games
- Competent and knowledgeable of current volleyball and sport philosophies
- Ability to promote and encourage social and spiritual leadership
- Professional in appearance and conduct
- Ability to prioritize and organize
- Supportive of the University mission. Indicators of this support include a demonstrated personal faith in Jesus Christ and being active in a local church.