



**POSITION: Assistant Track and Field Coach**

**DEPARTMENT: Athletics**

## **RESPONSIBILITIES**

- Teaching proper skills and skill development to student-athletes.
- Design and implement practice plans for student-athletes and thus have a great deal of independent discretion and judgement as to the manner and method of teaching.
- Responsible primarily for sprinters, jumpers and hurdlers.
- Monitoring of academic progress and study hall attendance by student-athletes.
- Proper care and routine maintenance of equipment and uniforms.
- Securing team travel arrangements.
- Daily administrative duties.
- Recruitment of student athletes which includes off campus contacts and evaluations as well as on campus visits and evaluations.
- Responsible for supervising graduate assistants and work study students.
- Teaching student-athletes positive Christian life skills.

## **QUALIFICATIONS**

- Bachelor's degree required.
- Experience as a player or coach required.



- Supports NGU's mission statement and core values, commitment to a Christian lifestyle and character in keeping with a biblical model.

## **PHYSICAL REQUIREMENTS**

- Mobility ability to demonstrate basic track and field skills, instruct and conduct practice, move for 2 hours during practice sessions, lift equipment or other items of 50 pounds.
- Hearing well enough to communicate with students and co-workers.
- Visual ability to drive, read and use a computer.
- Communication with students well enough to dictate instructions.
- Cognitive/Emotional – ability to critically think and concentrate.

## **WORKING RELATIONSHIPS**

- The position is a full-time position in Athletics. The assistant track and field coach reports directly to the head track and field coach.

## **WORK SCHEDULE**

- Coaches are required to work according to team schedules for practice, games, travel, and maintain normal office hours.

## **TRAVEL**

- Travel is required for games, recruiting and attending conference and other required meetings.



This job description in no way states or implies that these are the only duties to be performed by the employee. S/he will be required to follow any other instructions and to perform any other duties as requested by his or her supervisor.