

JOB DESCRIPTION

Full Time

POSITION: Wrestling Head Coach

CLASSIFICATION: Full Time: 12 Months (Exempt)

DEPARTMENT: Athletics

REPORTS TO: Associate Vice President and Executive Director of Intercollegiate Athletics and Recreation

JOB FUNCTION: Organize and Administer All Aspects of the NCAA Wrestling Program

ESSENTIAL ELEMENTS:

1. Manage all administrative aspects of the wrestling program including team travel, scheduling of matches and coordination of home events
2. Actively recruit qualified student athletes that meet academic standards and profile of the college; Identify potential student athletes through off campus recruitment and coordination of on campus visits
3. Create and sustain an atmosphere that promotes academic, athletic and personal growth resulting in overall success of student athletes
4. Identify, recruit and supervise assistant coaches or graduate interns approved for hire
5. Build a roster volume of student athletes representative of the annual average wrestling rosters for programs in our conference
6. Build a reputable wrestling program evidenced by annual competitive success in wrestling matches with scheduled opponents
7. Assist in preparation of a prospective annual operating budget and adherence to the resulting approved operating budget
8. Organize fundraising activities that support team operating expenses
9. Support initiatives of the Monarch Athletic Fund (MAF)
10. Demonstrate an understanding of and ability to support the mission of the college
11. Possess strong organizational and communication skills with the ability to manage multiple tasks
12. Function as a collegial team member by working with all members of the King's College community, including a willingness to participate in campus events and committees
13. Adhere to all NCAA and conference rules and regulations
14. Willingness to work evenings and weekends as needed

OTHER ELEMENTS:

1. Responsible for secondary administrative assignments designated by the Athletic Administration team
2. Computer proficiency
3. Ability to lift 50 pounds without an issue

QUALIFICATIONS:

1. Demonstrated coaching success at the NCAA level
2. Bachelor's degree awarded from an accredited college or university (minimum credential)
3. Experience as a successful collegiate wrestler or significant experience coaching collegiate wrestlers
4. Unqualified background check (clearance)
5. Valid United States Driver's License
6. Reference listing with directory information