

Women's Head Soccer Coach

Classification	Full-Time, 12-month Exempt
Department	Athletics
Reports To	Associate VP & Executive Director of Intercollegiate Athletics & Recreation

Job Function

Organize and administer all aspects of the NCAA Women's Soccer Program

Essential Elements

1. Manage all administrative aspects of the women's soccer 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 and sustain a roster volume of student athletes that is equal to or greater than MAC average rosters
6. Build a reputable program evidenced by annual competitive success against MAC and non-conference competition
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. Engage alumni by hosting alumni events and games
11. Demonstrate an understanding of and ability to support the mission of the college
12. Possess strong organizational and communication skills with the ability to manage multiple tasks
13. 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
14. Provide game management support for varsity contests when not in the traditional season
15. Provide supervision for safety when monitoring any recreational or intercollegiate activity in any King's facility
16. Adhere to all NCAA and conference rules and regulations
17. Willingness to work evenings and weekends as needed

Non-Essential Elements

1. Responsible for secondary administrative assignments designated by the Athletic Administration team
2. Computer proficiency

Required Skills, Training, and Experience

1. Demonstrated coaching success at the NCAA level or significant experience as collegiate athlete
2. Bachelor's degree awarded from an accredited college or university (minimum credential)
3. Unqualified background check (clearance)
4. First Aid, CPR and AED certification
5. Valid United States Driver's License
6. Reference listing with directory information

Internal applicants please submit resumes to hrjobs@kings.edu by 5/29/2022.