

Position: Head Women's Volleyball Coach and Assistant Men's Volleyball Coach

Department: Athletics

Reports to: Assistant Vice President/Director of Athletics

Job Summary: Direct all phases of the day-to-day operations of the College's women's volleyball program. Serve as assistant coach for the College's men's volleyball program. Responsible for the recruiting of prospective student-athletes by organizing a recruiting program and for performing recruiting services in accordance with applicable Northeast Conference and NCAA regulations.

Duties and Responsibilities:

- Coach and supervise all competition related activities and all scheduled competitions.
- Plan and conduct team practices, arrange practice schedules, order appropriate uniforms and supplies, and insure that uniforms and equipment are in ready-for-use condition.
- Monitor the academic progress of student-athletes, including monitoring team study halls, and working with the College's Athletic Academic Advisor in monitoring the student-athletes' performance in the classroom.
- In conjunction with the College's Director of Strength and Conditioning, coordinate and supervise all out-of-season workouts and weight-training programs.
- With the assistance of the Assistant Director of Athletics, prepare the teams' annual competition schedule, keeping in mind that missed class time shall be kept to a minimum.
- In conformity with NCAA and Northeast Conference policies, contact appropriate representatives of potential opponents, proof draft contest contracts and insure the accuracy and completeness of tentative schedules.
- Assist the College's Director of Sports Information and Director of Marketing in the preparation of press releases, the planning and conducting of promotional activities on behalf of the team, including camps, special appearances and other activities as directed.
- Working with the AVP/Director of Athletics and the College's Deputy Athletic Director, establish an annual operations budget for the teams and operate the teams within the framework established by the budget.
- Maintain compliance with all applicable NCAA, Northeast Conference, and St. Francis College regulations and policies.
- Make presentations in prospective student-athletes' homes and attend recruiting camps during permissible periods.
- Coordinate campus visits by prospective student-athletes and their families, evaluate prospective student-athletes in terms of their likely contributions to the success of the program and the likelihood of their academic success.
- Conduct mail-outs to all prospective student-athletes, and coordinate all aspects of the recruitment process with the Athletics' Director of Compliance.
- Attend any and all NCAA or NEC meetings and/or teleconferences as required.
- Perform other duties as assigned by the AVP/Director of Athletics.

Qualifications:

- Bachelor's degree is required.

- Knowledge of NCAA rules and regulations.
- Ability to pass the annual NCAA Coaches' Certification Exam.
- Must be AED/CPR certified.
- Demonstrated successful experience as a head coach at the collegiate level, or as a full-time assistant at the NCAA Division I or II level.
- No prior involvement with NCAA major rules violations.
- Commitment to the academic success of student athletes.
- Strong on and off-campus recruitment of student athletes.
- Ability to establish a good rapport and effective working relationships with student athletes, coaches, assistant coaches, administrators, faculty, alumni and the general public.
- Culturally sensitive, caring and friendly with a deep understanding and appreciation of a multicultural college community and the Franciscan traditions of St. Francis College.
- Ability to relate to the many different constituent groups on campus is required.

About St. Francis College:

For over 150 years, the mission of St. Francis has been to provide an affordable, quality education to working class people who otherwise may not be able to attend college. St. Francis College is a private, independent, co-educational urban college whose Franciscan and Catholic traditions underpin its commitment to academic excellence, spiritual and moral values, physical fitness, social responsibility and life-long learning. We educate the whole person for a full, relational life, developing the students' talents and abilities for meaningful, fulfilling careers, as well as for collaborative, service-oriented leadership.

The College strives to offer ample opportunities for students to immerse themselves in the intellectual, cultural and professional opportunities afforded by New York City and to serve the needs of the local community in which they live and study. Our location in Brooklyn Heights provides a confluence of cultures and religious beliefs, mirroring our commitment to maintain and celebrate our diverse student body.

St. Francis College is an Affirmative Action, Equal Opportunity employer and we are strongly committed to increasing the diversity of our faculty, students, and the curriculum. Qualified candidates of diverse ethnic and racial backgrounds are encouraged to apply.

Interested applicants can apply by clicking [here](#).