UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Head Coach, Women's Tennis

DIVISION: Student Development (Athletics)

REPORTS TO: Associate Director, Athletic Programs

GRADE: Not applicable

SUPERVISES: Support staff

BASIC FUNCTION:

Plan, organize, direct, and implement all phases of a highly competitive Division I tennis program.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Coordinate all recruiting, practice sessions, training and conditioning for the program's student athletes; oversee scheduling, travel and equipment.

Support the University's academic goals; oversee the academic and athletic development of student-athletes.

Supervise and evaluate the program's staff.

Develop and oversee the program's budget.

Adhere to all NCAA, University, and Atlantic 10 Conference rules and regulations.

OTHER DUTIES AND RESPONSIBILITIES:

Conduct fund-raising activities and participate in public relations events.

Perform other duties as required.

LICENSES, TOOLS AND EQUIPMENT:

NCAA Rules Certification Certificate.

ENVIRONMENTAL CONDITIONS:

This position is subject to both inside and outside work; extreme cold and hot temperatures can be encountered.
QUALIFICATIONS:

**Required:** Bachelor's degree; two years of successful coaching experience in women's tennis at the collegiate level; demonstrated excellent organizational, administrative, verbal and written communication skills; demonstrated effectiveness in coaching and recruiting student athletes; demonstrated leadership skills and ability to work with college students, alumni, staff, boosters and the media; demonstrated successful experience in both fund-raising and public relations in athletics. Demonstrated commitment to a high degree of integrity and adherence to the University, NCAA, and Atlantic 10 Conference rules and regulations, and to student athletes’ academic progress and achievements. Appointment is subject to NCAA violation report clearance and NCAA Rules Certification Certificate.

**Preferred:** Competitive collegiate playing experience in Division I.

**ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.**