

Class Code:.....0184C  
Position #: (NUNC)..... (E)  
Developed by:.....SG;PC  
Reviewed by:.....SG;DLJ  
Approved by:.....LK  
Date:...05/12; 11/13; 11/17

**UNIVERSITY OF RHODE ISLAND**

**Position Description**

**TITLE:** Assistant Coach, Women's Soccer  
**DIVISION:** Student Affairs (Athletics)  
**REPORTS TO:** Head Coach, Women's Soccer  
**GRADE:** N/A  
**SUPERVISES:** Support Staff

**BASIC FUNCTION:**

Under the direction of the head coach, assist with the successful administration of the women's soccer program, including teaching, motivating, evaluating and recruiting qualified high caliber student-athletes.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Assist in evaluation and recruitment of prospective student athletes.
- Assist in the training and development of players, scouting, and in making team travel arrangements.
- Assist in scheduling promotions, marketing, fund-raising projects and summer camps and clinics.
- Maintain the recruiting and fundraising databases.
- Support the University's academic goals and assist in the oversight of the academic and athletic development of student athletes.

**OTHER DUTIES AND RESPONSIBILITIES:**

- Be involved in the local soccer community.
- Perform other duties as required.

**LICENSES, TOOLS AND EQUIPMENT:**

NCAA Rules Certification Certificate

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**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; Demonstrated successful experience working in a Division 1 collegiate women's soccer program; Demonstrated experience organizing and directing soccer camps; Demonstrated organizational and administrative skills; Demonstrated strong verbal and interpersonal communication skills; Demonstrated proficiency in written communication skills; Demonstrated ability to teach, motivate, evaluate and recruit qualified high caliber student-athletes; Demonstrated computer proficiency, (including ability to maintain recruiting and fundraising databases; Demonstrated knowledge of NCAA rules and regulations as they apply to recruitment and player eligibility; and, Demonstrated ability to work with diverse groups/populations.

**PREFERRED:** Master's degree; Demonstrated Division I or professional soccer playing experience; Demonstrated top level club coaching experience; Demonstrated familiarity with US Soccer Club structure and recruiting; and, USSF "B" license or higher and/or NSCAA Advanced National Diplomas or higher.

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