

Class Code:.....0375-Rev
Position #: (NUNC).....
Developed by:.....SG
Reviewed by:.....
Approved by:.....
Date:5/99; 5/05; 5/08; 5/15

UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Head Coach, Women's Softball
DIVISION: Student Affairs (Athletics)
REPORTS TO: Associate Director, Athletics
GRADE: Not applicable
SUPERVISES: Assistant Coach

BASIC FUNCTION:

Plan, organize, direct, and implement all phases of a highly competitive Division I NCAA softball 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.

Conduct fundraising activities and participate in public relations events in coordination with the University Advancement Office.

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

OTHER DUTIES AND RESPONSIBILITIES:

Perform other duties as required.

LICENSES, TOOLS AND EQUIPMENT:

NCAA Rules Certification Certificate, personal computers, printers and word processing, database management and spreadsheet software.

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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:

Bachelor's degree required. Three years of successful experience as a head or assistant softball coach at the college level or professional level required, or 10 years' experience serving in an executive director capacity for a U17 AAU softball program required; Division I head coaching experience preferred. The following are required: excellent organizational, administrative and verbal and written communication skills; demonstrated effectiveness in coaching and recruiting student athletes; demonstrated leadership skills and ability to work with alumni, staff, boosters and the media; demonstrated successful experience in both fundraising and public relations in athletics. Must possess a 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; demonstrated ability to work with diverse groups of people. Appointment is subject to NCAA violation and report clearance.

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