

**TECHNICAL-VOCATIONAL FACULTY, ATHENS, AGRICULTURE/HEAD RODEO  
COACH**

**GENERAL STATEMENT:**

Teach in the associate degree instructional programs of the college that contain courses where transfer to a senior institution is a goal and perform other duties related to their instructional assignment. Oversee all aspects of the rodeo program and facilities.

**REPORTS TO:**

Appropriate Division Chairperson

**OCCUPATIONAL GROUP:**

Faculty

**FLSA:** Exempt

**QUALIFICATIONS FOR APPOINTMENT:**

**EDUCATION:**

Master's degree with a minimum of eighteen (18) graduate hours in agriculture.

**LICENSE OR  
CERTIFICATION:**

None

**EXPERIENCE:**

Rodeo coaching and teaching experience preferred.

**OTHER:**

None

**DUTIES AND RESPONSIBILITIES:**

- Teach assigned classes according to approved course syllabi and minimum competencies.
- May be assigned to teach distance learning classes via ITV, or Internet.
- Participate in curriculum development, including the establishment of departmental learning outcomes, and the reporting of learning outcomes results as required by departmental procedures.
- Arrive on time for classes or notify the division chairperson as early as possible of an inability to meet a class.
- Schedule, post, and keep office hours as required by College policy.
- Keep class record books, keys, lesson assignments, and other necessary materials or equipment available for substitute instructors.
- Assist with counseling and registration of students.
- Submit all required student grade reports to the registrar's office on schedule.
- Maintain accurate attendance records for all classes.
- Attend all faculty meetings, commencements, and other special meetings called by the division chairperson, assistant vice president of instruction, vice president of instruction, or the president.
- Must be capable of effectively motivating, teaching, and supervising students.
- Must maintain a professional relationship with student and peers.
- Keep the administration informed regarding matters affecting the welfare of students, faculty, and the institution.
- Serve as members of committees.
- Recommend the purchase of library books and instructional materials.
- Support student organizations.
- Recruit student participants.
- Award and manage scholarships, monitor student academic progress and eligibility.

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**RODEO COACH**

- Accompany students to NIRA events.
- Provide or arrange for event coaching to improve student skills.
- Supervise and maintain practice facilities and livestock.
- Raise funds to support a college rodeo, scholarships, and facility.
- Establish and enforce academic and disciplinary standards for team.
- Produce a NIRA rodeo.
- Attend practice regularly.
- Attend the THSRA Finals, NHSRA Finals including College Day Fair for recruiting purposes.
- Supervise student workers.
- Other duties as assigned by appropriate supervisory personnel.

**PHYSICAL REQUIREMENTS:**

- Within the general range of an office or classroom environment.
- Must be capable of demonstrating technical skills in rodeo activities.
- Must be able to work some evenings, weekends, and holidays required for coaching and recruiting.

*The above job description has been reviewed with the employee and specific duties and responsibilities were explained. It was also explained that all questions concerning duties, responsibilities, working conditions, hours, etc., should be directed to the immediate supervisor.*

\_\_\_\_\_  
*Employee's Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Supervisor's Signature*

\_\_\_\_\_  
*Date*

*Approved: 04/23/02*

*Revised: 06/24/08*

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