

## **CO-HEAD WOMEN'S BASKETBALL COACH**

### **GENERAL STATEMENT:**

Teach in the instructional programs of the College and perform other duties related to their instructional assignment.

### **REPORTS TO:**

Director of Athletics and Kinesiology Division Chairperson

### **OCCUPATIONAL GROUP:**

Faculty

**FLSA:** Exempt

### **QUALIFICATIONS FOR APPOINTMENT:**

#### **EDUCATION:**

Bachelor's Degree required. Master's Degree preferred.

#### **LICENSE OR CERTIFICATION:**

None

#### **EXPERIENCE:**

A minimum of five (5) years coaching experience at the high school or collegiate level. Head coaching experience at the college level is preferred.

#### **OTHER:**

None

### **DUTIES AND RESPONSIBILITIES:**

- Perform all coaching duties necessary for maintaining a competitive women's basketball program.
- Be capable of motivating, teaching, and supervising students.
- Teach assigned classes according to approved course syllabi and minimum competencies.
- Participate in curriculum development, including the establishment of learning outcomes, and reporting as required by departmental procedures.
- Schedule and maintain office hours as required by College policy.
- Assist with advisement and registration of students.
- Attend faculty meetings, commencements, and other special meetings called by the TVCC administration.
- Maintain a professional relationship with students and peers.
- Perform other duties as assigned by the Athletic Director.

### **PHYSICAL REQUIREMENTS:**

- Within the general range of a classroom or office environment.

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*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*

*All TVCC positions are security sensitive and require a criminal background check.*

*Approved: 02/08/97*

*Revised: 04/8/10*

JD280