

ASSISTANT 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:

Head Women's Basketball Coach and Director of Athletics

OCCUPATIONAL GROUP:

Faculty

FLSA: Exempt

QUALIFICATIONS FOR APPOINTMENT:

EDUCATION:

Bachelor's degree required, Master's preferred.

LICENSE OR CERTIFICATION:

None

EXPERIENCE:

Collegiate playing experience preferred. Two (2) years of high school or college coaching experience preferred.

OTHER:

None

DUTIES AND RESPONSIBILITIES:

- Schedule, post, and keep office hours as required by College policy.
- Assist with counseling and registration of students.
- Attend all faculty meetings, commencements, and other special meetings called by the athletic director, vice president of instruction, or the president.
- Must be capable of effectively motivating and supervising students.
- Must maintain a professional relationship with students and peers.
- Serve as members of committees.
- Coaching duties as assigned by head women's basketball coach.
- Other duties as assigned by the head women's basketball coach, athletic director, or other appropriate supervisory personnel.

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PHYSICAL REQUIREMENTS:

- Within the general range of an office environment.
- Must be capable of demonstrating technical skills in basketball.
- Must be able to work evenings, weekends and some holidays 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

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

Approved: 5/10/05

Revised: 4/15/10

JD296A