Athletics – Head Football Coach

The Head Football Coach is responsible for planning, developing, promoting and administering a quality and competitive NCAA Division II football program. The individual will also be responsible for recruitment, retention, and skill training as it relates to developing a successful NCAA Division II football program. In addition to the football coaching assignment, the individual will be assigned additional responsibilities related to fundraising, public speaking and other related football programming and activities to enhance community and alumni support. The Director of Athletics will serve as the primary supervisor of this position.

Qualifications:
- A Master’s degree.
- 10 years experience coaching and administrating football at a collegiate level.
- A minimum of 5 years of collegiate and/or professional level coaching (or a combination of) experience as an Associate or Assistant Head Coach, Offensive/Defensive Coordinator.
- A minimum of 3 years of NCAA Compliance related experience at any level.
- Or an equivalent combination of training and experience.
- Estimated on-the-job training time of: one year.

Required Ability to:
- Demonstrated success in skill instruction, practice/game plan development, general administrative duties, and understanding of NCAA rules compliance.
- Effectively teach fundamentals and strategies for football collegiate-level athletes during practice sessions and to successfully coach strategy during completion.
- Effectively communicate orally, in writing, and interpersonally.
- Motivate athletes to perform at peak ability.

Essential Duties and Responsibilities:
- **Instructor** – Develop and train student-athletes in the sports of football.
- **Coach** – Develop and prepare student-athletes for competition.
- **Recruiter** – Identify, evaluate and attract talented athletes to compete on the collegiate level athletically and academically.
- Implement effective strategies to retain students athletically and academically.
- Ensure adherence to all rules, regulations, policies, procedures, and guidelines.
- Provide effective upward communication to supervisor.
- Effectively interacts and collaborates with other units and athletic department team members.
- Identify needed areas of self-improvement and actively pursues appropriate means and methods to increase effectiveness in those areas.
• Effectively perform assigned projects to meet desired objectives and deadlines.

Secondary Responsibilities:
• Assist the Director of Athletics with fundraising initiatives.
• Sell reserved season football tickets.
• Operate Youth Football Clinics (at least one annually).
• Any other duties assigned by the Director of Athletics.

Working Conditions:
An individual in this position will be exposed to outdoor work in inclement and/or hot weather, daily physical activity, and seasonally be required to work extended days and weekends.