GORDON COLLEGE

Position Description

Title: Part-time Assistant Volleyball Coach

Function: Under the complete direction of the Sport-Specific Coach and the Director of Athletics, the assistant coach’s primary function is the teaching and instructing of student-athletes in the areas of technique, strategic play, teamwork and safety throughout the assigned Sport program at Gordon College. The level of responsibility includes not only areas specific to the sport, but also a responsibility to the holistic well-being of the participants. The outcomes of the program will be measured not only by the conventional means of measuring athletic success, but also by the ability of the assistant coach to fulfill the mission of the college. This will be demonstrated by the mentoring of student-athletes to develop the wisdom and maturity necessary for positive citizenship and Christian leadership.

Description of Duties and Tasks:

Essential Responsibilities:

- Coaching
  - Assist Head Coach with practice planning, preparation and execution
  - Aid in implementing strength and conditioning program and keeping athletes accountable during the season
  - Attend all practices, matches, team events, camps and clinics

- Recruiting
  - Identify potential recruits at high school and club matches and tournaments
  - Attend matches and tournaments in New England and Mid Atlantic area
  - Work with Head Coach to organize and expand recruiting database
  - Use social media platforms to promote Gordon Volleyball
  - Develop videos which will help promote Gordon Volleyball
  - Assist Head Coach with on-campus recruiting events and visits

- Film Analysis
  - Set up, take down and upload match film to HUDL on match days
  - Analyze our own matches for ways to improve individuals and team defense
  - Assist with scouting reports on opponents

- Mentoring
  - Provide individual athletic, academic, social and spiritual feedback and guidance to student athletes while maintaining a professional relationship
  - Be accountable to Head Coach for all conversations and actions you have with players and recruits

- Miscellaneous
  - Assist Head Coach in transportation, lodging, and meal accommodations
- Fundraising: Assist Head Coach in all aspects of organizing, implementing and working fundraising events – including all summer camps and mission trips
- Equipment: Assist Head Coach in inventory, care and ordering of program gear
- Other duties, like Game Administration, that are consistent with the nature of the position as requested by Head Coach or Athletics Director

• Benefits
  - 2 year appointment with potential for extending beyond
  - Directing the Gordon College Volleyball Camp will provide additional funds - $1K 1st year, $2K 2nd year

**Required Knowledge, Skills and Abilities**
In order to fully perform the above functions, the incumbent must possess the following knowledge, skills and abilities, or demonstrate that the major responsibilities of the job can be accomplished, with or without reasonable accommodation, using some combination of skills and abilities.

1. Must profess faith in Jesus Christ as Lord; must accept Gordon’s Statement of Faith; must practice Christian values in daily interactions with those within and without the Gordon community as outlined by Gordon’s Statement of Life and Conduct; and must work to advance Gordon’s mission through this position.
2. Bachelor’s degree
3. Prior successful playing and/or coaching experience at the collegiate level preferred; successful club coaching considered
4. Commitment to developing positive relationships with student-athletes, coaches, administration, and the greater Gordon community