

Class Code:.....0158
Position #:(NUNC).....
Developed by:.....SG
Reviewed by:.....JAC
Approved by:.....
Date:...4/99; 7/07; 6/08

UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Assistant Coach, Men's Cross Country/Indoor and Outdoor Track and Field

DIVISION: Student Development (Athletics)

REPORTS TO: Head Coach, Men's Cross Country/Indoor and Outdoor Track and Field

GRADE: (Not applicable)

SUPERVISES:

BASIC FUNCTION:

Assist with the organization and administration of the cross country/indoor and outdoor track and field program, including but not limited to, the following: practice organization and coaching, conditioning, recruiting, and public relations and fund raising.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Assist head coach in coaching in all areas; assist in the design of seasonal and long-term training programs. Supervise conditioning and strength training programs.

Assist head coach with the recruitment of student-athletes within NCAA, Atlantic 10 and University regulations.

Monitor the academic progress of student-athletes.

Assist with the fund raising, public relations, office administration and event management in all areas of the cross country and track and field programs.

OTHER DUTIES AND RESPONSIBILITIES:

Comply with all NCAA, University and Atlantic 10 Conference policies and regulations.

Perform additional duties as required.

LICENSES, TOOLS AND EQUIPMENT:

Personal computers, printers and word processing, database management and spreadsheet software.

ENVIRONMENTAL CONDITIONS:

This incumbent in this position may be exposed to adverse environmental conditions.

QUALIFICATIONS:

Required: Bachelor's degree; collegiate coaching and recruiting experience; Division I experience; excellent organizational, administrative, and interpersonal communication skills; USATF Level I coaching experience.

Preferred: Master's degree; recruiting experience in the New England area and Northeast; computer skills (IBM).

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.