

Position: Head Women's Soccer Coach
Reports to: Athletic Director
Terms: Full-time, 10-month contract
Salary: On scale, Determined by credentials and experience
Starting Date: Summer 2022

Position Summary:

The successful candidate will oversee the entire women's soccer program. Duties will include the following: recruiting, skill instruction, student-athlete development, monitoring academic performance, community involvement, fundraising, practice, and competition coaching. Additional responsibilities include the coordination and implementation of community service programs and summer camps

ESSENTIAL FUNCTIONS:

Recruitment: Oversee and coordinate the recruitment of qualified student-athletes as defined by the National Junior College Athletic Association and Western Texas College. Negotiate scholarship offers to prospects. Attend off campus competition for the purpose of evaluation and contact. Maintain contact with prospective student-athletes. Plan campus visits with prospective student-athletes and their parents. Maintain frequent and consistent contact with high schools, junior colleges, four-year schools, and clubs for recruitment.

Coaching: Prepare team for all game competitions. Oversight of entire women's soccer program including developing a philosophy and culture which will lead to success academically and athletically. Game day preparation and head coach duties during games. Prepare, plan, conduct and evaluate all practice sessions. Teach progression of sport specific skills before, during and after practice, during in-season and off-season. Work with opponents to schedule game competition and any road practices. Oversight of a shared assistant coach and all duties assigned to that assistant coach.

Team Administration: Ensure that all WTC, WJCAC, Region 5 guidelines and NJCAA regulations are maintained about student-athlete eligibility and participation. Recommend and allocate athletic financial aid awards. Verify roster and eligibility of all student-athletes within the program. Administer travel arrangements for team by completing the following tasks: organize transportation, hotels, and meals for all away competition; processes all paperwork before and after every trip; create itineraries. Maintain and oversee statistical analysis and input. Maintain equipment inventory and oversees distribution to athletes. Plan long and short-term team objectives.

Academics: Coordinate all academic and enrollment activities of student-athletes. Possess a knowledge of and assist with student-athlete advisement. Oversee and monitor academic performance, academic progress and class attendance of student-athletes and intervene when necessary.



Campus/Community Communication: Interact with various campus offices and departments. Serve in a leadership role and promote participation in community service activities by student athletes. Maintain frequent and consistent public contact with high schools, junior colleges, four-year schools, and clubs for recruitment, scouting and public relations efforts.

Qualifications:

- Master's Degree preferred; Bachelor's Degree required
- Previous collegiate experience as a player or coach preferred
- WESTERN TEXAS COLLEGE WILL NOT CONSIDER YOUR APPLICATION IF YOU ARE NOT AUTHORIZED TO WORK IN THE UNITED STATES

To apply, please submit via email only:

- A current resume/CV
- A WTC Application (Please do not say "see resume")
- A cover letter – not to exceed 2 pages, that includes a description of how the applicant meets the listed qualifications. The applicant may also include other applicable professional experience.
- Transcripts

Review of applications will begin immediately and continue until the position has been filled. Application documents received without a cover letter describing your fit for the position will not be considered.

Please email documents to jobs@wtc.edu

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