JOB DESCRIPTION

POSITION TITLE: Assistant Rowing Coach

JOB CLASS: Staff

SUPERVISOR: Head Rowing Coach

CLASSIFICATION: Full Time

LOCATION: DeLand

DEPARTMENT: Athletics

POSITION OVERVIEW: Bachelor’s degree; competitive rowing experience; collegiate coaching experience preferred, but not required; a good understanding of fundamental technique and an ability to teach beginning rowers; a strong self-starter; excellent organization skills; excellent communication skills; scheduling flexibility; ability to attend all practices, regattas and special events; must have a safe driving record; commitment to the academic goals of the University; ability to work effectively with student-athletes, faculty, alumni and administrative staff; ability to recruit; a commitment to adhere to all the policies, rules, and regulations of the NCAA and the Metro Atlantic Athletic Conference; US Rowing Level I or II preferred.

QUALIFICATIONS, KNOWLEDGE AND SKILL REQUIREMENTS: Reports directly to the Head Rowing Coach, who will provide direction, budget control and scheduling oversight. The selected candidate will participate in all aspects of the men’s and women’s programs, including developing novice rowers as the primary novice coach, assisting with the varsity squad, and assisting in all aspects of administration and organization of the program. Recruiting coordinator will be a major part of the off water job responsibility; taking into account relationship building with juniors programs and coaches. Developing a recruiting process that identifies, communicates, and creates commitments to Stetson University is imperative.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES: Primary contact for recruiting coordination, creating contact lists for clubs, coaches and high school programs. Assistant Coach will actively establish connections for building Stetson Rowing as a desired location for appropriate student/athletes. Recruiting on campus, in Florida and outside of the State will be very important to building the program. Primary coach for both the men’s and women’s novice squads; developing and overseeing land & water novice training program; assist with the varsity squad; administrative duties; assisting in organizing team travel; assisting in boat rigging & equipment maintenance; develop and manage a social media plan to showcase Stetson Rowing to Alumni, Prospects, Parents, Potential Donors and Current Team, assist in community relations/ media.

WORKING CONDITIONS: Requires some physical effort, i.e., some standing and walking, frequent light lifting (5-10 lbs.); some carrying moderate weight (12-20 lbs); and the operation of office equipment in which manipulative skills and eye-hand coordination are important ingredients of productive operations. Tasks may involve extended periods at a keyboard; perceptual demands for sound, form, texture and depth.

APPLICATION PROCEDURE: Please submit a letter of application, which address the qualifications, a resume, and/or application, with names, addresses, and telephone numbers of three professional references to Stetson University, Inc.; Office of Human Resources; 421 N Woodland Boulevard, Unit 8327, DeLand, FL 32723. FAX: (386) 822-7562 E-MAIL: humres@stetson.edu. Complete application, available online.

Stetson University is an Equal Opportunity Employer that affirms cultural diversity and inclusion as a core value of academic excellence at Stetson University. We are committed to achieving equal access in education, employment, and participation through the recruitment and retention of outstanding faculty, staff, and students from diverse backgrounds, and to meaningful academic and intellectual transformation in curriculum, research and service. We are dedicated to actions and policies that foster a community in which individuals with various identities, cultures, backgrounds, and viewpoints work together to create opportunities for engagement through rewarding and fulfilling careers and personal experiences in a culturally and racially diverse society and a globalized world. We strongly encourage members of historically under-represented and economically-disadvantaged groups and women to apply for employment. Stetson University is an EEO, ADA, ADEA, and GINA employer.