



## Assistant Men's Basketball Coach

**JOB TITLE:** Assistant Men's Basketball Coach

**DEPARTMENT:** Athletics

**SUPERVISOR:** Head Men's Basketball Coach

### GENERAL JOB DESCRIPTION

The Assistant Men's Basketball Coach is responsible for assisting the head coach in all aspects of the men's basketball program, including (but not limited to) practice and game preparation, recruiting and retention of student-athletes, hiring and supervision of assistant coaches, budget management, fundraising, scheduling, public relations, community service and strict adherence to all NCAA and university rules.

### MAJOR DUTIES AND RESPONSIBILITIES

- Maintain a minimum event group squad size as established by the university.
- Organize, prepare, and conduct individual and team practices, training, and competition.
- Assists in the identification and recruitment of potential student-athletes in accordance with NCAA and university rules, regulations, guidelines, and standards; educating prospective student-athletes on admission standards, and NCAA Eligibility Center requirements.
- Leads, monitors, and coordinates academic performance.
- Provides assistance in the coordination and administration of the overall program, as required.
- Represents the sports program to various institutional programs and externally to the media, government agencies, funding agencies, students, parents, and the general public.
- Performs miscellaneous job-related duties as assigned.
- Valid driver's license

### MINOR DUTIES AND RESPONSIBILITIES



- Assists head coach in organizing, preparing, and conducting individual and team practices, training, and competition.
- Assists in the identification and recruitment of potential student-athletes for the men's basketball program, in accordance with WAC and NCAA rules, regulations, guidelines, and standards.
- Coordinates one or more specified areas or components of team play (eg: defense, offense, and/or various individual positions).
- Provides guidance and assistance to student-athletes on a range of personal issues, as required.
- Leads, monitors, and coordinates training and practice sessions, ensuring that all appropriate safety guidelines and standards are maintained.
- Provides assistance in the coordination and administration of the overall program, as required.
- Represents the sports program to various institutional programs and externally to the media, government agencies, funding agencies, students, parents, and the general public.
- Performs miscellaneous job-related duties as assigned.

## QUALIFICATIONS FOR THE JOB

Bachelor's degree required from an accredited institution, Master's preferred strong communication and interpersonal skills; a record of integrity and leadership; a willingness to advance the goals of the Tiffin University Department of Athletics, including fundraising; And a commitment to the academic success and graduation of student-athletes.

## KEY COMPETENCIES

- Interdependence: Fosters collaboration
- Communication: Strong decision making and communication skills
- Accountability: Formulates effective and progressive strategies aligned with University mission and values
- Respect: Creates an engaging, collaborative work environment by bringing diverse people and ideas together.
- Entrepreneurship: Influences and Inspires

## PHYSICAL REQUIREMENTS

Ability to sit, stand (for long hours), travel and communicate.



*We are strongly committed to enhancing equity, inclusion, and diversity. These values are central to our beliefs. Candidates who have worked with a diverse range of faculty, staff, and students and who can contribute to our mission of inclusivity are encouraged to identify their experiences and interests. Tiffin University actively seeks to increase the diversity of its workforce. We are dedicated to providing educational, working and living environments that value the diverse backgrounds of all people.*

***NONDISCRIMINATION POLICY:** Tiffin University is committed to a policy of nondiscrimination and equal opportunity for employees, applicant for employment, students or applicant for admission, access to educational opportunities on the basis of race, religion, personal appearance, color, sex, pregnancy, political affiliation, social-economic class, place of business, residence, religion, creed, ethnicity, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, family responsibilities, sexual orientation, gender identity, gender expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, domestic violence victim status or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any resolution process on campus or within the Equal Employment Opportunity Commission or other human rights agencies.*

*Tiffin University is an Equal Opportunity Employer*

