DESCRIPTION, DUTIES, & EXPECTATIONS OF POSITION

POSITION TITLE: HEAD COACH of WOMEN’S LACROSSE

PERSONNEL CLASSIFICATION: ADMINISTRATIVE STAFF, FULL-TIME (12 mos. per year)

DEPARTMENT: ATHLETICS

POSITION SUPERVISOR: DIRECTOR OF ATHLETICS

DEPARTMENT HEAD: VICE PRESIDENT FOR STUDENT LIFE

PRIMARY DUTIES/RESPONSIBILITIES: Managing all aspects of the women’s lacrosse program, the Head Coach of Women’s Lacrosse provides the coaching, field management and recruitment of women’s lacrosse players.

Specific duties may include, but are not necessarily limited to the following:
1. Evaluate, recruit and retain women’s lacrosse players to Monmouth College
2. Meet recruitment and retention goals set by the College
3. Visit for recruitment purposes prospective students and their families following the guidelines of the Midwest Conference
4. Provide recruitment and retention reports to the Director of Athletics.
5. Work with women’s lacrosse players providing daily planning, organization and supervision of practices and competitions
6. Contribute to the overall program of a residential college
7. Instruction of courses as a member of the faculty as needed.

SECONDARY RESPONSIBILITIES:
1. Secondary assignment (s) dependent on qualifications in a variety of areas such as sports information, athletic training, event management, assistant coaching and teaching.
2. Other duties as assigned.

WORK RELATIONSHIPS: Reports directly to the Director of Athletics who reports to the Vice President for Student Life. The Coach also works directly with other members of the Athletic Department and Student Affairs Staff, and has daily contact with students, staff, faculty, and persons outside the campus community. Significant contact with prospective students and their parents as well as high school and community college coaches is expected.

EDUCATION, EXPERIENCE, AND CERTIFICATION: Bachelor’s Degree required, Master’s
preferred. Effective experience as a women’s lacrosse coach. Successful collegiate coaching/recruiting experience.

GENERAL EXPECTATIONS OF POSITION: Regular attendance on the job is an essential function of the position. Maintain office hours as needed or assigned. Conduct is expected to be professional and courteous. Work additional hours as necessary to successfully carry out all position responsibilities and to achieve the position’s goals and expectations. Work weekends and evenings as necessary. Maintain confidentiality. Conduct is expected to be professional and courteous. Instructions and assignments are to be carried out in a manner that promotes and is consistent with the intrinsic goals of Monmouth College as well as the terms and conditions of the Monmouth College Statement of Athletic Philosophy. As the Head Women’s Lacrosse Coach he/she will direct and lead the student-athletes within the guidelines of the principles of NCAA Division III and the Midwest Collegiate Athletic Conference. All requirements are subject to change, with possible modifications made to reasonably accommodate individuals with disabilities.

SKILLS, KNOWLEDGE, AND ABILITIES: Knowledge of principles, methods and techniques associated with men’s lacrosse. Demonstrated ability to plan, implement and evaluate complex tasks and procedures. Ability to develop and supervise lacrosse programming for the campus community. Excellent organization and supervision skills. Excellent communication skills. Excellent understanding of NCAA III philosophy. Commitment to the mission of a residential liberal arts college. Willingness and ability to work effectively with all campus and associated constituencies. Valid driver’s license and satisfactory driving record.

ADDITIONS, AMENDMENTS, AND DELETIONS: The whole or any portion of this description may be added to, amended, or deleted at any time by the position supervisor, department head, or the President.

This is a full-time, twelve-month (year around) administrative position.