

## **Part-Time Head Men's Baseball Coach**

The Head Men's Baseball Coach is responsible for the successful operation and management of a competitive USCAA Division I Men's baseball program. Including but not limited to recruiting, scheduling of team activities, training, academic monitoring and fundraising, while adhering to the College's mission and having academically successful student-athletes and providing service learning opportunities.

### **Specific Responsibilities & Essential Functions**

- Recruit academically and athletically qualified student-athletes within the scope of the USCAA and college guidelines
- Maintain acceptable roster of student-athletes as determined in consultation with the Director of Athletics
- Monitor team and individual academic success and degree completion
- Plan and coordinate all team practices and games
- Ensure that all preparations have been made for games.
- Complete Incident Reports for any injuries or disturbances that occur during an athletic event.
- Demonstrate a commitment to the USCAA Division I philosophy
- Direct the strength, conditioning, and skill training of the student-athletes in the program
- Coordinate and supervise assistant coaches and work-studies
- Maintain close communications with the Athletic Director, Athletic Coordinator and/or Dean of Students to relay important information in a timely manner.
- Excellence in on-court teaching and player development
- Maintain a program compliant with the USCAA guidelines
- Fundraise for the program in conjunction with the department & USCAA guidelines
- Responsible for the distribution and collection of team uniforms prior to and after the baseball season
- Provide updates on scores and stats to the Athletic Department Coordinator in a timely manner to ensure accuracy to the Manor College website.
- Ability to drive Manor vans to transport players to away games. Ensuring the safety of the athletes by obeying all driving laws.
- Responsible for providing proper disciplinary measures for player infractions during practices, games, or on campus.
- Provide all players with a written set of team rules on proper behavior and conduct as representatives of Manor College.

- Represent Manor College and the Men's Baseball program in a professional manner at Open House, Alumni or civic events consistent with the our Catholic Basilian Mission
- Ability and willingness to travel, work nights and weekends
- Other duties as assigned

## Qualifications

- Bachelor's degree.
- At least 2 years coaching at the high school, collegiate, and/or club level is required
- Highly effective recruiting skills
- Outstanding communication skills
- Dynamic leadership and motivational abilities
- Ability to work collaboratively in a team environment
- Knowledge of the USCAA rules and regulations
- An understanding of the Division I student-athlete philosophy is required
- Must have valid drivers license
- Ability to work effectively with diverse population including students, administrators, faculty and alumni

Manor College is committed to the principle of equal educational and employment opportunities for all people and embraces diversity. Furthermore the College does not discriminate as Manor College is an equal opportunity employer. The College does not discriminate against any person on the basis of race, color, religion, national origin, age, sex (including pregnancy, childbirth and related medical conditions), disability, genetics, citizenship status, military service, or any other status protected by law, in matters pertaining to employment in its educational programs or employment opportunities. Manor College seeks candidates who understand, respect and can contribute to the College's mission and values. It is important and necessary that candidates who accept employment with the College respect the Mission Statement of the College.

To Apply: Please submit your resume with references to [jobs@manor.edu](mailto:jobs@manor.edu)