

POSITION ANNOUNCEMENT

Assistant Football Coach

Northeast Mississippi Community College is now accepting applications for a full-time 12-month Assistant Football Coach. This position will provide academic advising to student athletes, maintain and monitor study halls and dormitory for student athletes, and help coordinate recruiting efforts for the football program.

QUALIFICATIONS:

Required -

- Master's degree or working toward degree in any field.
- Teach and communicate effectively.
- Ability to work with students from all ethnic backgrounds.
- Desire to work with student athletes on and off the football field, especially in the classroom.
- Create a good working relationship with all faculty and staff.
- Excellent written and interpersonal communication skills.
- Experience integrating technology with teaching and coaching.
- Experience in recruiting student athletes.

Preferred –

- Master's Degree or higher level of education.
- Five years coaching and recruiting experience at the college level.
- History of networking with high school coaches and student athletes.
- Experience with Federal financial aid regulations at the college level concerning Pell Grants and other Federal and state student aid.
- An understanding of the role and mission of community college athletics within the higher education system.

APPLICATION DEADLINE:

Until filled

SALARY:

Based on education and experience

APPLICATION MATERIALS:

To apply, please submit a cover letter, official college application form, resume, and official transcript(s) of all college work.

(Applications currently on file can be activated for this position by submission of a cover letter.)

APPLICATION MATERIALS SHOULD BE DIRECTED TO:

Human Resources
Northeast Mississippi Community College
101 Cunningham Boulevard
Booneville, MS 38829

Northeast Mississippi Community College, Booneville, Mississippi 38829, adheres to the principle of equal educational and employment opportunities without regard to age, race, sex, color, creed, or national origin. This adopted policy includes the qualified handicapped and extends to all programs and activities supported by the college. For more information, contact the Dean of Students, 101 Cunningham Boulevard, Ramsey Hall, Booneville, Mississippi 38829; 662-720-7273.

**Position Description – Assistant Football Coach
Northeast Mississippi Community College
March 2019**

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REPORTS TO: Head Football Coach

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2. Teach and communicate effectively.
3. Ability to work with students from all ethnic backgrounds.
4. Desire to work with student athletes on and off the football field, especially in the classroom.
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5. An understanding of the role and mission of community college athletics within the higher education system.

ROLE:

Full-time, twelve-month, staff position assisting with the football program. The coach will provide academic advising to student athletes, maintain and monitor study halls and dormitory for student athletes, and help coordinate recruiting efforts for the football program.

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ACTIVITIES:

Athletic

1. Help coordinate recruiting efforts within the football program.
2. Work closely with faculty to monitor student attendance and advancement in class.
3. Assist in practice planning and evaluation of student athletes.
4. Provide assistance in selecting and purchasing equipment and supplies.
5. Collaborate with the Head Coach to prepare goals, plan, and coordinate summer football camps.
6. Participate in professional organizations.
7. Remain informed of changes and trends in the profession.
8. Support Head Coach and the entire institution.
9. Promote the success of each student athlete on and off the football field.
10. Monitor class attendance for student athletes.
11. Assist in supervising student athletes in the dormitory.
12. Assist in decision making during practice sessions.
13. Work closely with Head Coach on making game day preparations and advise during games on strategies and decisions.
14. Assist in maintaining all athletic facilities to an acceptable level.

Teaching

1. Teach Physical Education courses as requested, including spring and summer sessions.
2. Work to ensure that student majors are correctly enrolled in classes according to placement policies.
3. Assist in curriculum development.
4. Teach at non-traditional times (evenings and weekends) or locations as an overload as needed.
5. Assist in selection of appropriate textbooks, equipment and supplies to keep current and enhance student success.
6. Be familiar with current trends and technology and be willing to try new methods in order to keep the curriculum up-to-date.
7. Be committed to student success and excellence in teaching.
8. Be available to assist students during conference periods each day.

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9. Work closely with other instructors in the division to ensure quality and uniformity in course offerings.
10. Perform other duties as assigned by the Head Coach, the Athletic Director, and the President.

NOTE: Job description, role, and activities may change at any time without prior notice.