

# POSITION ANNOUNCEMENT

## Head Tennis Coach

Northeast Mississippi Community College is now accepting applications for a full-time Head Tennis Coach.

### QUALIFICATIONS:

#### **Required -**

- Bachelor's degree (or pursuing) in any field.
- Teach and communicate effectively.
- Desire to work with student athletes on and off the tennis courts and 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.
- Ability to recruit student athletes.
- Experience working with and organizing tennis camps.
- Experience working with a tennis team.

#### **Preferred -**

- Master's degree in any field.
- 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.
- Understand the role and mission of community college athletics within the higher education system.
- Complete understanding of relationship with student athlete and classroom.

### APPLICATION DEADLINE:

Open Until Filled

### 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

*In compliance with Title VI of the Civil Rights Act of 1964; Title IX, Educational Amendments of 1972 of the Higher Education Act; and, Section 504 of the Rehabilitation Act of 1973, as amended, the Board of Trustees of Northeast Mississippi Community College has adopted this policy assuring that no one shall, on the grounds of race, color, age, national origin, or sex, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity of the College. Northeast Mississippi Community College adheres to the principle of equal educational and employment opportunity without regard to race, sex, age, color, creed, or national origin. This policy includes the qualified handicapped and extends to all programs and activities supported by the College. The Section 504 Coordinator is Leigh Ann Stewart, Wright Hall (662)720-7192 and the Title IX Coordinator is Liz Roark, (662) 720-7223.*

**Position Description**  
**Northeast Mississippi Community College**  
**Revision Date: April 2025**

**POSITION:** Head Tennis Coach

**REPORTS TO:** Athletic Director

**QUALIFICATIONS:** Required –

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2. Teach and communicate effectively.
3. Desire to work with student athletes on and off the tennis courts and especially in the classroom.
4. Create a good working relationship with all faculty and staff.
5. Excellent written and interpersonal communication skills.
6. Experience integrating technology with teaching and coaching.
7. Ability to recruit student athletes.
8. Experience working with and organizing tennis camps.
9. Experience working with a tennis team.

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5. Understand the role and mission of community college athletics within the higher education system.
6. Complete understanding of relationship with student athlete and classroom.

**ROLE:** Full-time staff position directing the men's and women's tennis program. Provide leadership for the tennis team with practice times and fall and spring tennis matches as approved by NEMCC and MACCC. Scheduling and arranging travel and supervision to and from scheduled tennis matches. The coach will provide academic advising to student athletes, and coordinate recruiting efforts for men's and women's tennis programs.

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