



VERMONT STATE COLLEGES

Job Classification Description

**ASSISTANT FOOTBALL COACH/CSC
VSC-UP PAT BARGAINING UNIT**

**GRADE 12
EXEMPT**

BASIC FUNCTION

To assist the Head Coach in coaching the varsity sport of football at the college. Assist within the Athletics and Recreation Department as needed.

CHARACTERISTIC DUTIES & RESPONSIBILITIES

- To assist the Head Coach in coaching the varsity sport of football at the college under the guidelines established by the NCAA, ECAC, and NAC including: recruiting student athletes, establishing practice schedules and holding practice sessions, scouting of opponents games, preparing for and coaching during games.
- Assist in the planning of the overall administration, development, and implementation of varsity athletic programs.
- Assist to hire, train and supervise student assistants to carry out tasks related to specific areas such as the fitness center, the pool, and the rock-climbing wall, equipment maintenance, club and intramural programs.
- Monitor recreation and athletic activities, facilities and equipment on a regular basis, ensuring adherence to established operating procedures, with a focus on safety procedures.
- Assist in game management for various athletic events and contests.
- Perform other duties as assigned.

SUPERVISION RECEIVED

General supervision is received from the Associate Dean for Athletics & Recreation.

SUPERVISION EXERCISED

General supervision over student workers and student interns.

MINIMUM QUALIFICATIONS

Bachelor's degree in sports administration, recreation, physical education, recreation, or other appropriate discipline with a master's degree desirable, plus two to four years relevant experience in recreation/athletics/coaching, or a combination of education and experience from which comparable knowledge and skills are acquired.

Assistant Football Coach/CSC

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- Strong and varied technical skills and interest in recreational activities.
- Broad base of knowledge and skills related to fitness center, pool and athletic facilities, management, coaching, recruiting and other relevant experience.
- Coaching experience.
- Ability to deal effectively with a wide range of College students, personnel, as well as media contacts, facilities users and others outside the college.
- Weekend and evening work is required.
- College Fleet License is required.

This general outline illustrates the type of work, which characterizes the job classification. It is not an all-encompassing statement of the specific duties, responsibilities and qualifications of individual positions assigned to the classification.

03/08