



# SHORTER COLLEGE JOB POSTING

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**Company:** Shorter College

**Job Title:** Assistant Men's Basketball Coach

**Department:** Academic Affairs

**Status:** Full-time

**Start Date:** Upon completion of Drug Test and Background Checks

**Location:** North Little Rock, AR

**Salary Expectations:** Commensurate with experience

## **SUMMARY, ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The Assistant Women's Basketball Coach will help build a dynamic men's athletic program. The Assistant coach will recruit, train and help lead our team of student athletes. In this role, the coach will work with athletes of varying skill levels, so the first priority is to instill the fundamentals of the game. During the season, the assistant coach will help run daily practices, help develop in-game strategies, and actively assist in leading the team during games. This position requires traveling; so one must have the flexibility to attend away games. The Assistant Coach will assume other duties including:

- Help supervise all activities related to the student athletes.
- Provide assistance for academic, personal, and professional mentoring to student-athletes.
- Comply with all NJCAA rules and regulations. The National Junior College Athletic Association, founded in 1938, is the governing association of community college, state college and junior college athletics throughout the United States.
- Help coordinate program's recruiting efforts by identifying and evaluating prospects, making initial contact with potential recruits, and selling the school and program to recruits that meet admission guidelines to achieve roster goals and build a competitive team.
- Maintain records of all recruiting contacts and keep the Head Coach informed.
- Assist with making regular contact with students and assist with needs for enrollment into College such as transcripts and class scheduling.
- Assist in establishing the team's competition and practice schedules which includes but not limited to coordinating, locating, and scheduling of opponents, make travel arrangements for away games..
- Assist in communicating with players' teachers and with student services regarding class, absences, and academic progress.
- Coordinate and organize equipment.
- Frequent travel including overnight and weekend travel is required.
- Attend all required college events such as the Faculty/Staff Institute.
- Other duties as assigned such as Directing Intramurals and assisting with student activities and the "Success Coaches".

**EDUCATION and/or EXPERIENCE:** The ideal candidate will have a minimum of a Bachelor's Degree. Experience in recruiting and training athletes. A minimum of three years of experience playing and coaching basketball. Knowledge of Title IX compliance.

**LANGUAGE SKILLS:** Strong leadership and communication skills. Ability to inspire and motivate.

**CERTIFICATES, LICENSES, REGISTRATIONS:** None

**PHYSICAL DEMANDS:** Able to work with and train student athletes.

**WORK ENVIRONMENT:** This position works on a college campus in a gymnasium.

**REQUIRED TESTING:** Alcohol and Drug Test; Background Check

**HOW TO APPLY:** Applicants may submit a resume and cover letter to [humanresources@shortercollege.edu](mailto:humanresources@shortercollege.edu)  
or Mail to: 604 Locust Street, North Little Rock AR, 72214