



Bluefield State University

Job Vacancy Announcement

Assistant Wrestling and Strength and Conditioning Coach

POSITION TITLE: Assistant Wrestling and Strength and Conditioning Coach

JVA #: 2022-20

DEPARTMENT: Athletic Department

ABOUT BLUEFIELD STATE UNIVERSITY ATHLETICS: Bluefield State University (BSU) is a member of the National Collegiate Athletic Association (NCAA) Division II. BSU Athletics is home to 22 men's and women's varsity sports (12 new sports including football), offering qualified students rewarding opportunities in athletic competition, training, and support activities. Athletic highlights include Men's Tennis as 8-time Atlantic Regional Champions, Men's Golf as 2016 USCAA National Champions, Men's Basketball as 2019 USCAA National Runner Up and Women's Basketball as 2-time ECAC Champions. Our dedicated coaches and staff are committed to recruiting promising student-athletes, developing their athletic and academic talents, and instilling leadership skills that contribute to their ultimate success in life.

POSITION SUMMARY: Under the general direction of the Vice President of Intercollegiate Athletics, the **Assistant Wrestling and Strength and Conditioning Coach** will assist the Head Wrestling Coach with the daily operations of the wrestling team including, practice, games and recruiting. This individual will also be responsible for the development and execution of strength and conditioning programming for Bluefield State University's student-athletes.

CORE RESPONSIBILITIES:

Assistant Wrestling Coaching:

- Teach sports-specific skills toward the development of student-athletic performance while assisting the head coach in organizing, preparing, and conducting individual and team practices, training, and competition using sound principles and judgment consistent with the philosophy of BSU Athletics.
- Maintain records and statistics during games and as directed by the Head Coach.
- Monitor athletes in weight management, meeting attendance, practice attendance, and other mandatory athletic meetings required by the athletic department.
- Provide a strong academic emphasis and support of academics through leadership and activities with the athletic team.
- Be mindful of the contribution the student-athletes make to the University community including academic performance and participation in and contribution to non-athletic activities.

Recruiting/ Operations:

- Participate in the recruiting process of prospective student-athletes for a specific team. Travel to regional and national events to scout prospects required. Assist recruits with the required information for admission to the university. Provide continuing conversations and contacts with prospective student-athletes, guiding them through the enrollment process.
- Assist in administrative duties including ordering and maintaining equipment, monitoring budgets, and initiating correspondence.
- Coordinate travel arrangements including, hotels and transportation.

Assistant Strength and Conditioning Coaching:

- Develop, implement, teach, and maintain a comprehensive strength and conditioning program in collaboration with head coaches.
- Educate student-athletes and coaches on best practices within collegiate athletic fitness programming.
- Provide proper instruction, supervision of techniques, and safety procedures for all facets of programs and for all athletes.
- Manage records pertaining to, team lift schedule, student-athlete development and performance, equipment maintenance.
- Work with the athletic training staff in rehabilitation and adaptations to weight programs for injured student-athletes.

Administrative Duties:

- Be knowledgeable of and ensure compliance with relevant federal and state regulations, and the policies of the governing board and the policies of Bluefield State University as contained in the Academic Catalog, the Faculty Handbook, the Staff Handbook, and any other practices common to the institution.
- Perform administrative duties and other duties as assigned. Must meet the extended hours and travel requirements of the position.

MINIMUM REQUIRED QUALIFICATIONS:

- Bachelor's Degree in Kinesiology/Exercise Science or related field from an accredited institution required. Master's degree preferred.
- At least one season of collegiate wrestling coaching or wrestling participation experience, and strength and conditioning coaching experience (Graduate Assistantship/ Internship acceptable) required.
- Certifications and Licenses: Current certification through a nationally accredited strength and conditioning certification program (National Strength and Conditioning Association and Collegiate Strength and Conditioning Coaches Association are both accredited) in accordance with NCAA guidelines, or eligible and sitting for certification exam within 90 days of hire. CPR/First Aid certified. Must maintain a valid U.S. Driver's License. Required licenses and certifications must be kept in good standing at all times.
- Strong interpersonal, communication, and organization skills.
- Ability to establish effective goal-oriented relationships with coaches, staff, student-athletes and medical community.

- Must be flexible and possess the ability to successfully handle multiple tasks/projects simultaneously and work well under pressure, independently, and in a team-oriented environment.
- Demonstrated ability to work effectively with individuals from diverse ethnic, cultural and socioeconomic backgrounds.
- Knowledge and understanding of NCAA rules and regulations.
- Ability to meet the extended hours and travel requirements of the position.

POSITION CLASSIFICATION/ COMPENSATION: Position is Nonclassified, Full-time 1.0 FTE, carries an Exempt status under the Fair Labor Standards Act, and serves at the will and pleasure of the President. Salary will be commensurate with qualifications and experience. Position is dependent upon available state and/or grant funding.

THE UNIVERSITY: The mission of Bluefield State University is to provide students an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State University prepares students for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the University is available at www.bluefieldstate.edu

APPLICATION PROCEDURE: Completed applications are to be submitted in electronic format only to humanresources@bluefieldstate.edu and must include:

1. Letter of interest specific to the position (please detail sport specific experience);
2. A completed BSU Employment Application (form available at <https://bluefieldstate.edu/resources/human-resources/jobs>);
3. Resume/CV;
4. Contact information for at least three professional references; and
5. Transcripts (unofficial transcripts are acceptable for the application process; official transcripts will be required of the selected candidate).

NOTE: Please **do not** include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents. Bluefield State University does not provide H1B visa or employment sponsorship.

DATE POSTED: November 30, 2022

CLOSING DATE: For full consideration, applications must be received by 4:00 pm EST, Tuesday, January 3, 2023. Applications will be accepted until position is filled; however, applications received after the deadline may not receive full consideration.

Bluefield State University is an HBCU, AA/EOE/ADA employer, committed to the principle that minorities, women, veterans, and individuals with disabilities are encouraged to apply. The university complies with all applicable federal and state laws designed to promote equal educational and employment opportunities. Bluefield State University does not provide H1B visa or employment sponsorship.