



Bluefield State UNIVERSITY

Job Vacancy Announcement Head Women's Volleyball Coach

POSITION TITLE: Head Women's Volleyball Coach

JVA#: 2024-31

DEPARTMENT: Department of Athletics

POSITION CLASSIFICATION/COMPENSATION: This position is Nonclassified, Full-time (this position is currently 1.0 FTE annualized 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 funding, including federal grant funding.

POSITION SUMMARY: The **Head Women's Volleyball Coach** is responsible for providing leadership to develop and implement a strong, competitive women's volleyball program while promoting the academic success of student-athletes to enhance academic progress and graduation rates.

CORE RESPONSIBILITIES:

- Teach sports-specific skills toward the development of student athletic performance, while promoting the academic success of student athletes to enhance academic progress and graduation rates.
- Provide leadership for the women's volleyball program that adheres to the highest standard of integrity and professionalism.
- Foster an environment that promotes the academic success, health, and welfare of student-athletes in the women's volleyball program, working collaboratively with administrative offices as may be appropriate. Monitor the academic progress of student-athletes.
- Ensure compliance with all NCAA, CIAA, and University rules and regulations, including matters related to academics, diversity, and gender equity.
- Conduct practice, contests and manage day-to-day operations of the women's volleyball program. Develop contest schedule and coordinate all team travel for the women's volleyball program.
- Develop and implement comprehensive recruiting and fundraising plans.
- Perform the administrative duties associated with the responsibilities of Head Coach, including but not limited to: administering the sport's budget, including forecasting and controlling expenditures; preparing reports; and participating in revenue-generating and fundraising goal setting and activities for the women's volleyball program and the Athletic Department at-large.
- Perform other duties as assigned by the Director of Athletics. This includes representing the university at internal and external functions, marketing the women's volleyball program, and developing and maintaining positive alumni and community relations.

MINIMUM REQUIRED QUALIFICATIONS:

- Bachelor's degree from an accredited institution or equivalent combination of education and volleyball coaching experience required.
- Volleyball coaching experience at the collegiate or club level is required.
- Demonstrated record of commitment to academics and fiscal integrity with working knowledge of NCAA rules and regulations and Title IX compliance.
- Demonstrated excellent interpersonal, written, and oral communication skills.
- Ability to meet the extended hours and travel requirements of the position.
- Demonstrated ability to work effectively with individuals from diverse ethnic, cultural, and socioeconomic backgrounds.
- NCAA Coaches Certification test (Division II Learning Portal) must be passed within 60 days of hire (required by the NCAA for coaches).
- Must maintain a valid Driver's License.

PREFERED QUALIFICATIONS:

- Prefer college-level volleyball coaching experience.
- First Aid and CPR certifications are desired.

THE UNIVERSITY: The mission of Bluefield State University is to provide students with 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;
2. A completed BSU Employment Application (form available at <https://www.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).

DATE POSTED: December 4, 2024

CLOSING DATE: The position is open until filled. For full consideration, applications must be received by **4:00 pm EST, January 2, 2025**. 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 an H1B visa or employment sponsorship.