



Bluefield State University

Job Vacancy Announcement

Head Strength and Conditioning Coach

POSITION TITLE: Head Strength and Conditioning Coach

JVA #: 2025-06

DEPARTMENT: Athletic Department

ABOUT BLUEFIELD STATE UNIVERSITY ATHLETICS: Bluefield State University (BSU) is a member of the National Collegiate Athletic Association (NCAA) Division II and the Central Intercollegiate Athletic Association (CIAA). BSU Athletics is home to 21 men's and women's varsity sports (including football), offering qualified students rewarding opportunities in athletic competition, training, and support activities. 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: Reporting to the Director of Athletics, the **Head Strength and Conditioning Coach** supports quality athletic programs that challenge and develop the physical, mental and personal abilities of student-athletes of NCAA Division II programs. This position will develop and administer performance programs for assigned athletic teams, assist with the maintenance of performance facilities, and perform administrative duties as assigned.

CORE RESPONSIBILITIES:

- Develop twelve-month sport specific resistance programs for assigned intercollegiate athletic teams.
- Develop conditioning programs that address cardiovascular demands of the sport.
- Develop flexibility/stretching programs.
- Responsible for continuous testing and evaluations of student-athletes on a routine basis.
- Provide direct instruction to all student-athletes, as well as providing assessment and documentation tools, in order to assure proper explanation of training techniques.
- Conduct orientation sessions for assigned teams by explaining/demonstrating modalities of physical training used for each program.
- Document athletes' workouts and monitor progression.
- Develop strength and conditioning manuals used by off- term and/or summer student-athletes. Assist with the scheduling of all intercollegiate training facilities.
- Support and communicate with athletic trainers, coaches, team doctors, and staff nutritionists to serve student-athlete needs.
- Provide educational support regarding nutritional and supplemental products and reinforce drug free environment, in accordance with FDA recommendations and NCAA guidelines.

- Work in conjunction with coaching staff in order to implement all aspects of training including scheduling, technique training, supervision, and goal setting.
- Develop maintenance schedule for equipment, perform and document periodic equipment safety checks, and remove from use any unsafe equipment.
- Maintain and enforce policies and procedures for use and risk management of all intercollegiate training facilities.
- Assist with maintaining performance facilities; Recommend facility upgrades and improvements including the recommendation and purchase of equipment for intercollegiate training facilities based on independent research.
- Design and implement policies and procedures for the strength and conditioning program in accordance with the NSCA Strength and Conditioning Professional Standards and Guidelines and/or approved certifying body.
- Maintain certification through completion of continuing education and up-to-date CPR/AED training.
- May supervise student workers and other personnel that support the Athletic Department mission, goals and objectives.
- Must be able to meet the extended hours and travel requirements of the position.
- Perform other duties as assigned by direct report, or Vice President of Intercollegiate Athletics.
- Based on education, may instruct undergraduate courses pertaining to professional experience.

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 year of collegiate strength and conditioning coaching experience (Graduate Assistantship/ Internship acceptable).
- 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. First Aid and CPR certified. Must maintain a valid U.S. Driver's License. Certifications and licensures must be kept in good standing at all times.
- Strong interpersonal, communication, and organizational skills.
- Ability to establish effective goal-oriented relationships with coaches, staff, student-athletes, and the 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: The 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 funding.

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 (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).

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 an H1B visa or employment sponsorship.

DATE POSTED: February 4, 2025

CLOSING DATE: For full consideration, applications must be received by 4:00 pm EST, Tuesday, February 18, 2025. Applications will be accepted until the 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.