



TEXAS WOMAN'S
UNIVERSITY™

DATE ISSUED: 09/17
FLSA: Exempt
PTO: VCS

JOB DESCRIPTION

TITLE

Head Sports Performance Coach

JOB SUMMARY

The Head Sports Performance Coach is responsible for the development and implementation of individual and team programs designed to improve athletic performance of all varsity student-athletes. Work is performed under general supervision and performance evaluation is based upon completion of assignments and results obtained. The performance evaluation is conducted through the performance evaluation system and in accordance with the University Policies and Procedures.

ORGANIZATIONAL RELATIONSHIPS

Reports to: Assistant Director of Athletics for Sports Medicine

Supervises: Student Interns

ESSENTIAL DUTIES - May include, but not limited to the following:

- Maintains regular communication and works directly with the sport coaches and the Sports Medicine staff in designing and conducting scientific-based, sports-specific strength and conditioning programs for each team in order to improve athletic performance.
- Works with sport coaches to implement tactical periodization in order to maximize training and recovery.
- Collaborates with sport coaches to maximize performance both on-campus and while traveling by developing recovery protocols and training strategies.
- Educates, supervises and monitors the student-athletes in the safe and effective execution of exercises and techniques using best practices and current research.
- Understands the operation of and provides expert instruction in the use of various weight machines and conditioning equipment.
- Works directly with the sport coaches to determine a schedule for strength and conditioning workout times while following University procedures to schedule facilities needed for all workouts.

Head Sports Performance Coach

Date Issued: 09/17

FLSA: Exempt

PTO: VCS

- Works with the Sports Medicine staff to ensure proper conditioning modifications in the presence of injury.
- Communicates directly with the Sports Medicine staff as soon as possible when any injury or physical deficit is observed and will adhere to activity limitations as determined by the team physician and/or Sports Medicine staff.
- Works with the Sports Medicine staff to implement injury rehabilitation programs.
- Disseminates educational information to student-athletes regarding pertinent and current topics in sports performance.
- Works collaboratively with the sport coaches, Sports Medicine staff and nutrition personnel in the recommendation and implementation of individualized nutrition programming.
- Maintains the Pioneer Hall Weight Room, inventories equipment on a regular basis, and makes recommendations for purchases/upgrades as needed.
- Maintains detailed records of all strength and conditioning workouts performed by student-athletes in accordance with University records retention policies and normal strength and conditioning protocol.
- Works with the Assistant Director of Athletics for Sports Medicine on annual budget needs.
- Perform other duties as deemed necessary by the Assistant Director of Athletics for Sports Medicine
- Understands, commits to and is responsible for adhering to all rules and regulations set forth for the department, the University, the Lone Star Conference and the NCAA with the utmost integrity.
- Work cooperatively with personnel in the athletics department, attend department meetings and activities, and always represent the University positively when interacting with the student-athletes, staff, faculty, community, alumni, media and general public.
- Implement Athletics' strategic plan as part of the Division of Student Life's strategic plan.

ADDITIONAL DUTIES

- Attends seminars, conferences and other professional development opportunities.
- Performs other duties as requested.

EDUCATION

Master's degree in fields related to exercise or health sciences required. Demonstrated credentials and membership in a nationally recognized strength and conditioning organization (NSCA or CSCCa). First Aid/CPR/AED certified required.

EXPERIENCE

Minimum four years of relevant sports performance and/or strength and conditioning experience. Experience at the intercollegiate level preferred.

REQUIREMENT

Regular and reliable attendance at the University during regular scheduled days and work hours is an essential function of this position. Must be available to work a variety of hours including early mornings, evenings, weekends and holidays in a given term depending upon practice times and student-athletes' class schedules.

KNOWLEDGE, SKILLS, AND ABILITIES - The following are essential:

- Ability to coordinate work with other employees, providing direct instruction or supervision as assigned.
- Ability to adhere to all policies, rules and regulations of the University, the Lone Star Conference and the NCAA.
- A proven record in following directives and being responsible for tasks which have been assigned.
- Ability to handle multiple tasks in a fast-paced environment as needed.
- Ability to attend seminars, meetings and other professional development opportunities at or away from TWU.
- Ability to organize work effectively, conceptualize and prioritize objectives and exercise independent judgment based on an understanding of organizational policies and activities.
- Ability to integrate resources, policies, and information for the determination of procedures, solutions, and other outcomes.
- Knowledge of management methods and ability to provide administrative guidance within area of responsibility and provide direct training and supervision as needed.
- Ability to apply budgeting and fiscal planning techniques within financial constraints.
- Ability to establish and maintain effective work relationships with students, faculty, staff, and the public.
- Ability to communicate effectively - orally, by phone, in person, and in writing.
- Ability to represent the department and University in a friendly, courteous and professional manner.
- Ability to respond to emergency situations in a timely manner.
- Ability to use a personal computer and other office equipment, including University related software and email.

PHYSICAL DEMANDS

The physical demands described in the Essential Duties and below are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

The employee may be required to travel. Ability to occasionally lift, carry, and/or drag approximately 50 pounds.

Head Sports Performance Coach
Date Issued: 09/17
FLSA: Exempt
PTO: VCS

Must be available to work a variety of hours including early mornings, evenings, weekends and holidays in a given term depending upon practice times and student-athletes' class schedules.

WORK ENVIRONMENT

All employees are responsible for maintaining an environment that is free from discrimination, intimidation, harassment, including sexual harassment. Work is performed indoors and/or outdoors in conditions including loud and constant noise.

SAFETY

TWU promotes a safe working environment. Employees are responsible for completing assigned tasks safely and efficiently, and supervisors are responsible for creating and maintaining a safe work environment. Employees must report any unsafe work conditions or practices, as well as any near-miss incidents, to their supervisor and Risk Management. Supervisors and employees should ensure that injury/accident reports are submitted to the Office of Human Resources and Risk Management within 24 hours of the incident.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee Signature: _____ **Date:** _____

Employee Printed Name: _____

Texas Woman's University strives to provide an educational environment that affirms the rights and dignity of each individual, fosters diversity, and encourages a respect for the differences among persons. Discrimination or harassment of any kind is considered inappropriate.

Texas Woman's University is committed to equal opportunity in employment and education and does not discriminate on the basis of race, color, religion, gender, sex, sexual orientation, ethnic origin, age, veteran's status, or against qualified disabled persons.

All positions at Texas Woman's University are deemed security sensitive requiring background checks.

*Head Sports Performance Coach
Date Issued: 09/17
FLSA: Exempt
PTO: VCS*