

Assistant Strength and Conditioning Coach

Job Description

Position Information

Position Title	Assistant Strength and Conditioning Coach
Position Number	
Department	Athletics
Reports to (Title)	Athletic Director
Seated Employee	

Employee First Name

Employee Last Name

Job Summary

In three to five sentences, please briefly describe the job's primary purpose to the department.

Job Summary

The Assistant Coach will provide a comprehensive high-level strength and conditioning programming and oversight under the direction of the Strength and Conditioning Head Coach. This includes the development and implementation of programming as related to performance enhancement (strength and power development, dynamic movement, recovery, and nutrition) and injury prevention. The Assistant Coach will develop and maintain effective working relationships with Athletic Performance staff and relevant Athletics Department personnel and perform administrative duties within Athletic Performance. Foci will include building an inclusive culture while contributing positively to the College's Athletic Department.

Position Summary Information

Select the level of education needed to successfully accomplish the essential duties of this job. Bachelor's degree from four-year college or university

If a specific degree, certification, license, or registration is necessary, please list. CSCS and/or CSCCa certification(s) required.
Current CPR/AED certification required; can be completed after hire.

Select the level of experience needed to successfully start the position and accomplish the essential duties of this job. One year or more

Preferred Qualifications n/a

FLSA Category Exempt

Staff/Faculty Staff

Employment Status Full-Time

Employment Category Regular

Essential Staff (emergency situations)? No

On-Call? No

Essential Responsibilities

List the job's most important responsibilities. There are probably no more than six of these. Also indicate the approximate percent of time spent on each job function. (Note: Do not record how the job responsibilities are carried out.)

Essential Responsibility percentage of time needs to equal 100%

Responsibility Development and coaching of a diverse strength and conditioning program while maintaining a high-level of professional communication with all stakeholders.

Percentage Of Time 60

Responsibility Supervision of student employees for performance and fitness center positions.

Percentage Of Time 10

Responsibility Oversight of fitness center including risk, liability, equipment maintenance and ordering, and including supervisory hours.

Percentage Of Time 20

Responsibility Duties as assigned by supervisor or athletic administrator.

Percentage Of Time 10

General Responsibilities

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- (1) Maintain regular attendance in accordance with department policy.
- (2) Comply with all safety policies, practices and procedures. Report all unsafe activities to supervisor and/or Human Resources.
- (3) Understand and comply with the policies of the College Staff Handbook.
- (4) Demonstrate commitment to customer service. Establish effective relationships with internal and external customers and respond to their needs.
- (5) Perform duties as a team member in a manner supportive of department and College procedures, policies and goals.
- (6) Protect confidentiality of College information.
- (7) Provide leadership to others through example and sharing of knowledge/skill.
- (8) Communicate with others in a courteous and helpful manner.
- (9) Perform other duties as assigned.

Supervisory Responsibilities

Does this job have supervisory responsibilities? Yes

If yes, then check all that are supervised by this position.

Supervise Student Staff No

If you supervise student staff, enter approximately how many and the total hours? (e.g., 2 students/XX hours) 25; 90 hours

Supervise Non-Exempt Staff Yes

If you supervise non-exempt staff please enter the number.

Supervise Exempt Staff No

If you supervise exempt staff please enter the number.

Select the level of supervision that this position provides.

Supervision Received

Select the level of supervision that this position receives from their supervisor. General supervision: routine duties are performed with minimal supervision; standard practices or procedures allow me to proceed alone at routine work; occasional check of work while in progress; work is reviewed upon completion.

Computer Operations

Please check one of the following Proficient personal computer skills including electronic mail, record keeping, routine database activity, word processing, spreadsheet, graphics, etc.

Travel

Please check one of the following Minimal overnight travel (up to 10%) by land and/or air.

Essential Function Analysis

Accurate identification of essential and marginal functions and the time required is important for making a variety of personnel decisions, including recruitment, hiring, performance evaluation, discipline, training and accommodation. The analysis explains the components of the job by identifying who, what, why, how much, and when.

Essential functions are those functions that individual must be able to perform either unaided or with the assistance of a reasonable accommodation. A job function may be considered essential if it meets one of the following criteria:

- the position exists for performance of the function;
- a limited number of employees can perform the function, and it, therefore cannot be reassigned;
- the function is specialized and requires certain expertise to perform it.

Many jobs will also have marginal functions. Marginal functions are those that may be performed by the position but are not tasks critical to job success, can be completed in a number of ways by a variety of people, and are not the primary functions for which the position exists.

Mental/Cognitive Requirements

How much on-the-job time is spent in the following mental/cognitive activities? Show the amount of time by checking the appropriate boxes below.

Analyzing information or data Over 2/3

- Essential or Marginal? Essential

Effective communication skills Over 2/3

- Essential or Marginal? Essential

Composing & comprehending communication materials	Over 2/3
- Essential or Marginal?	Essential
Establishing effective interpersonal relationships	Over 2/3
- Essential or Marginal?	Essential
Adjusting to changes (work load, environment, department structure, etc.)	Over 2/3
- Essential or Marginal?	Essential
Using logic to define problems, collect information, establish facts, draw valid conclusions, etc	Over 2/3
- Essential or Marginal?	Essential
Making decisions of moderate to substantial consequence	Over 2/3
- Essential or Marginal?	Essential
Performing mathematical calculations	1/3 to 2/3
- Essential or Marginal?	Essential
Editing reports or technical materials	Under 1/3
- Essential or Marginal?	Marginal
Planning and organizing (work load, schedules, events, etc.)	Over 2/3
- Essential or Marginal?	Essential
Handle stressful, emotional and/or frustrating situations	Over 2/3
- Essential or Marginal?	Essential
Working with numerous distractions	Over 2/3
- Essential or Marginal?	Essential
Working under a time pressure and within timelines/deadlines	1/3 to 2/3
- Essential or Marginal?	Essential
Coordinating work with others	Over 2/3
- Essential or Marginal?	Essential
Handling multiple assignments and priorities	1/3 to 2/3
- Essential or Marginal?	Essential
Completing work in an accurate manner	Over 2/3
- Essential or Marginal?	Essential

Concentrating - maintaining attention to details and task Over 2/3

- Essential or Marginal? Essential

Memory functions (remembering names, details and procedures) Over 2/3

- Essential or Marginal? Essential

Physical Requirements

How much on-the-job time is spent in the following physical activities? Show the amount of time by checking the appropriate boxes below.

Remaining in a stationary position 1/3 to 2/3

Traverse/move locations 1/3 to 2/3

Ascend or descend between floors Over 2/3

Reach with hands and arms Over 2/3

Ascend or descend ladder None

Position self to access small or restricted spaces Under 1/3

Communicate or exchange information Over 2/3

Detect specific flavors or odors None

Does this job require that weight be moved or force be exerted? If so, how much and how often? Check the appropriate boxes below.

Weight lifted or force exerted: up to 10 pounds (with or without assisted device) Over 2/3

Weight lifted or force exerted: up to 25 pounds (with or without assisted device) Over 2/3

Weight lifted or force exerted: up to 50 pounds (with or without assisted device) Over 2/3

Weight lifted or force exerted: up to 100 pounds (with or without assisted device) Over 2/3

Weight lifted or force exerted: more than 100 pounds (with or without assisted device) 1/3 to 2/3

Please check one of the following Heavy physical activity performing strenuous daily activities.

Does this job have any essential vision requirements? Check all that apply. Close vision (clear vision at 20 inches or less), Distance vision (clear vision at 20 feet or more), Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)

Work Environment

How much exposure to the following environmental conditions does this job require? Show the amount of time by checking the appropriate boxes below.

Wet or humid conditions (non-weather)	Under 1/3
Extreme cold (non-weather)	Under 1/3
Extreme heat (non-weather)	Under 1/3
Outdoor weather conditions	1/3 to 2/3
Work near moving mechanical parts	Under 1/3
Work in high, precarious places	None
Air Contamination (i.e., dust, fume, smoke, toxic conditions, disagreeable odors)	None
Toxic or caustic chemicals	None
Work with explosives	None
Risk of electrical shock	None
Vibration (i.e. operating jackhammer, impact wrench)	None
Risk of radiation	None
Confined Spaces	None
Please check one or more of the following locations where this job would work	Well-lighted, heated and/or air-conditioned indoor setting with adequate ventilation., Outdoors exposed to changing weather conditions (for instance, rain, sun, snow, wind, etc.)
How much noise is typical for the work environment of this job? Check the appropriate level below.	Loud (examples: metal can manufacturing department, large earth-moving equipment)

Additional Information

Include any other physical, mental or environmental information that will aid in the preparation of an accurate description of this job.

Position Documents

No documents have been attached.