Simon Fraser University ("SFU"), a National Collegiate Athletic Association (NCAA) Division II institution and a member of the Great Northwest Athletic Conference (GNAC), invites qualified candidates to apply for the part-time position of Assistant Coach, Softball.

JOB SUMMARY:

The successful candidate is responsible for aiding the Head Coach in all coaching responsibilities and in all facets of the program to develop a quality NCAA Division II Softball program that will be competitive within the Great Northwest Athletic Conference on the field, in the classroom and in the community.

DUTIES AND RESPONSIBILITIES:

- Provide leadership in the development and operation of the SFU Softball program to achieve objectives that are consistent with the direction of the department, program, and the Head Coach.
- Establish positive relationships with coaches, department staff, other university departments and faculties, and external groups such as high schools, local communities, boosters, and alumni.
- Demonstrate leadership, sportsmanship, and conduct becoming of the coaching profession adhering to all college and professional sport association guidelines.
- Demonstrate effective coaching through content knowledge, practice construction and implementation, and the affective dimension (interpersonal interactions, enthusiasm, respect, and rapport).
- Organize game preparation, including film breakdown, game plans and scouting reports.
- Provide guidance and support to student-athletes towards achieving their greatest potential both academically and athletically.
- Monitor and support student-athletes academic progress to help them meet eligibility standards.
- Work alongside other personnel (coaches, athletic trainers, team physicians, and Health and Counselling) to ensure the physical and mental health of all student-athletes are being supported and monitored.
- Assist in evaluating and recruiting prospective student-athletes who will be successful in the classroom and contribute positively to the Softball program and the University community.
- Assist in fundraising and other related special projects.
- Understand and abide by all internal and external regulations and policies, including but not limited to Simon Fraser University, NCAA, and GNAC.
- Maintain a working knowledge of NCAA rules and regulations to pass NCAA Division II Rules Test; Maintain NCAA certification for off campus recruiting of prospective student-athletes.
- Maintain Standard First Aid and CPR-AED certification.
- Act as an ambassador of Simon Fraser University by representing it in a professional, ethical, and positive manner to external constituents including media, general public, post-secondary institutions, schools and sport organizations.
- Perform other duties consistent with the qualifications and requirements of the position, as appropriate and assigned. Duties may include, but are not limited to assisting in travel coordination, assisting in ordering equipment, and in the completion of expense reports.
QUALIFICATIONS:

- Bachelor’s degree
- Five years college/club coaching experience with strong college recruiting experience.
- Knowledge of NCAA rules and regulations preferred.
- Excellent organizational and time management skills, as well as the abilities to prioritize duties and pay close attention to details.
- Excellent team management skills including supervisory and mentorship.
- Assertive, friendly, cooperative, flexible, tactful, dependable and logical and work in a collaborative manner with multiple offices
- Ability to work well with a wide range of situations and personalities while maintaining the decorum of a representative of the University.
- Strong communication skills, both oral and written.
- Strong interpersonal and customer service skills
- Ability to deal with discretion in confidential and sensitive issues,
- Ability to problem solve and work independently.
- Proficiency with computer software applications (e.g. word processing, web-based, and spreadsheets)
- Ability to meet the physical demands of the job including, but not limited to, working in inclement weather, physical exertion over sustained periods of time to complete job activities.
- Ability to travel extensively and work evenings and weekends when required.

ADDITIONAL INFORMATION

SFU is one of the world’s leading teaching and research universities and consistently ranked among Canada’s top comprehensive universities and named to the Times Higher Education list of 100 world universities under 50. The University is the first and only Canadian member of the National Collegiate Athletic Association (NCAA), the world’s largest college sports association. Located on British Columbia’s west coast, the University boasts three distinctive campuses, 30,000 students, 6,500 faculty and staff, and more than 160,000 alumni.

SFU | MISSION:
To be the leading engaged university, defined by its dynamic integration of innovative education, cutting edge research, and far-reaching community engagement.

SFU ATHLETICS | MISSION:
To ignite passion in our student-athletes and our communities by making a difference and creating bright futures where winning matters in all that we do.

HOW TO APPLY:
Applications must be submitted electronically and include a resume, cover letter addressing how your experience supports the requirements of this position.

Please email application packages to Breanne Watson: breannew@sfu.ca

Position open until filled.

SFU’s goal is to ensure our campuses are welcoming places for everyone to gather and learn and that all who work or study here feel a sense of belonging, inclusion, fairness, and mutual respect. We invite all candidates who understand, respect, and can contribute to the University and Department’s mission and values.