



GADSDEN STATE COMMUNITY COLLEGE JOB DESCRIPTION

Wallace Drive Campus

Created on: select
Revised on: 2/10/2025

Job Title	Salary Schedule	Grade	Job No.
Women's Head Volleyball Coach (Part-Time)	Local		
Direct Report	FLSA Status	Grant Funded	Tenured
Director of Athletics	Non Exempt	No	No

JOB SUMMARY: The Women's Head Volleyball Coach leads the college's women's volleyball program, overseeing all aspects including recruitment, training, and mentorship of student-athletes. This role ensures the development of a competitive team that upholds both athletic excellence and academic integrity. The coach reports directly to the Athletic Director and collaborates with college administration to promote the institution's mission and values.

QUALIFICATIONS:

- ◆ Prior experience in coaching volleyball **required**.
- ◆ Prior experience in coaching volleyball in intercollegiate setting *preferred*.
- ◆ Collegiate experience as a player *preferred*.
- ◆ Bachelor's degree *preferred*.
- ◆ Demonstrated knowledge of the sport.
- ◆ CPE/AED certification required within four (4) weeks of employment.
- ◆ Excellent public relations skills.
- ◆ Commitment to the teaching-learning process of the two-year community college and the open-door admissions process.

DESIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- ◆ Knowledge of NCAA, NJCAA, and ACCC Rules and Regulations
- ◆ Mastery of sport coached
- ◆ Ability to lead, guide and direct student-athletes in a positive manner
- ◆ Willingness to form relationships with constituents and help fundraise
- ◆ Planning and supervision programs for player training, conditioning, and drug education and testing. Providing appropriate program safety requirements and appropriate discipline for student-athletes for violations of team rules or GSCC Athletics regulations or conducting impacting team policies or the reputation of GSCC Athletics.
- ◆ Develop strategies for the sports program to achieve sustained intercollegiate competitive excellence

DUTIES:

- ◆ Coach intercollegiate women's volleyball team under the supervision of the Athletic Director.
- ◆ Recruit academically/athletically qualified student-athletes.
- ◆ Conduct academic follow-up activities for student athletes.
- ◆ Maintain records and submit reports as required.
- ◆ Conduct fundraising activities as required.
- ◆ Conduct community service projects as required.
- ◆ Supervise the assistant coach.
- ◆ Represent the College in a professional manner while recruiting or in public forums.
- ◆ Keep abreast of changes in coaching methods and technology.
- ◆ Attend required College, ACCC, NJCAA meetings and workshops.
- ◆ Conduct all duties in compliance with ACCC and NJCAA rules and regulations.
- ◆ Comply with all policies of the Alabama Community College System and the College.
- ◆ Perform all duties and responsibilities in a manner consistent with the College mission.

Note: The intent of this description is to provide a representative summary of the essential functions that will be required of positions given this title and should not be construed as a declaration of specific duties and responsibilities of any particular position. Employees will be assigned specific job-related duties through their hiring departments. Specific job-related duties assigned by hiring departments shall be consistent with the representative essential functions listed above and shall not be construed as expanding a particular position's role, scope, FLSA status, or grade.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described below represent those that an employee may encounter and must meet to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform these essential functions.

Physical Demands:

- ◆ **Mobility:** Regularly required to stand, walk, and navigate both indoor gymnasiums and outdoor environments; occasional climbing, balancing, stooping, kneeling, crouching, or crawling may be necessary.
- ◆ **Manual Dexterity:** Frequent use of hands to handle coaching equipment, operate standard office devices, and demonstrate volleyball techniques.
- ◆ **Lifting:** Ability to lift and carry equipment and materials weighing up to 50 pounds.
- ◆ **Communication:** Clear and effective verbal communication skills are essential for instructing players and coordinating with staff.
- ◆ **Work Environment:**
 - ◆ **Setting:** Work is primarily performed in gymnasiums, with exposure to varying temperatures and conditions during both indoor and outdoor activities.
 - ◆ **Travel:** Regular travel is required for games, tournaments, and recruitment activities.
 - ◆ **Schedule:** The position demands a flexible schedule, including evenings, weekends, and holidays, to accommodate training sessions, matches, and recruitment events.
 - ◆ **Interaction:** Frequent interaction with student-athletes, athletic department staff, college administration, and external partners is expected.

Reviewed by: HR Manager

Employee Signature

Date