

HEAD SOFTBALL COACH

(Full-Time)

APPLICATION PROCESS AND HIRING TIMELINE INFORMATION

To apply for this position, you should submit:

1. [KWU Employment Application](#)
2. Cover letter,
3. Resume/curriculum vitae,
4. Three references,
5. Desired salary (may be entered on application)
6. Please email your application materials to hr@kwu.edu.

The timeline for filling this position is:

- Applications will be taken until the position is filled.
- Interviews will begin when qualified applicants are identified and continue until a hiring decision is made.
- The position starts as soon as possible.

KWU is an Equal Opportunity Employer and encourages diversity in employment. We will check references of past employers and personal references. We will acknowledge receipt of your application as soon as we receive it.

Location: Athletics Department

Overview: The softball program is expected to recruit student-athletes that can be successful academically, socially and athletically at Kansas Wesleyan University, meeting a minimum roster size of 45-50 active student-athletes and managers each year; instruct and prepare the student-athletes for competition in the KCAC; schedule and coach intercollegiate matches and tournaments, including an active junior varsity schedule; counsel the student-athletes on academic, athletic and social issues; coordinate a team community service program; provide a connection point for outreach to the campus, alumni and Salina community.

Key Responsibilities:

- **Teaching/Coaching (50%):** Coach student-athletes during practice and competitions, use video analysis for training, and plan team strategies.
- **Recruiting (30%):** Identify and recruit potential players, track recruitment activities, and ensure compliance with university and NAIA policies.
- **Administration (15%):** Assist with student-athlete eligibility and academic monitoring, conduct inventory of equipment, and support campus service initiatives.
- **Other Duties (5%):** Complete required reports, assist with other tasks assigned by the Athletics Director.

Supervision: Reports to the Director of Athletics.

Work Schedule: Full-time, flexible schedule around practices, competitions, and recruiting. Some travel is required.

Performance Goals:

- Recruiting – sufficient recruiting contacts and evaluations to ensure that the minimum roster size is achieved as of the 20th day of the fall semester.
- Athletic Success – program regularly finishes in the top four of the KCAC regular season and competes for the conference title annually.
- Engagement – that the program or the coach meets the above requirements for campus, community, and alumni engagement.
- Student-Athlete Welfare – positive program comments in the annual review by student-athletes
- University Contribution – the coach, the staff, and the student-athletes contribute positively to the university.

Qualifications:

- **Education:** Bachelor's degree required; Master's preferred.
- **Certifications:** First Aid/CPR, NAIA Champions of Character course, and Bloodborne Pathogen training within 60 days of hire.
- **Experience:** Minimum of one year coaching and recruiting experience; collegiate coaching experience preferred.
- **Skills:** Strong teamwork, organization, and alignment with the university's mission.

Salary and Benefits: Salary based on experience, with full-time employee benefits.

Additional Information: A more detailed job description will be provided at the time of the interview.

This is a full-time, exempt position with travel and physical demands involved in coaching softball.