



Adrian College

Position Title: Assistant Women's Volleyball Coach
Work Schedule: Full-time; 11-month position; includes a stipend, housing and utilities, meal plan, and medical coverage; some evening and weekend work is required.

Duties include, but are not limited to:

This position involves frequent verbal, written, and email correspondence with students, parents, faculty and staff. The successful candidate will:

- Recruit prospective student athletes for the women's volleyball program
- Assist the Head Coaches with all aspects of coaching, program and team management, planning and executing practices
- Coordinate the operations of a collegiate volleyball program
- Assist with in-season training and monitor the strength and conditioning programs
- Adhere to all NCAA Division III and MIAA rules and regulations
- Perform other duties as assigned

Minimum Requirements:

- Bachelor's Degree or equivalent experience
- Collegiate-level 2 + Years playing or coaching experience and strong foundation in teaching technical and tactical aspects of the women's volleyball game.
- Proficiency in basic computer skills
- Must be able to perform duties within the normal bounds of an office environment as well as stand for long periods of time. Must also be able to demonstrate techniques to student athletes.

Physical Requirements:

- **Moderate Lifting:** The ability to lift up to **35 lbs.**
- **Reaching & Bending:** Occasionally needing to reach above head level or bend down.
- **Noise Levels:** The ability to work in an environment with moderate noise.

The requirements listed above (minimum and physical) are representative of the knowledge, skill, and/or ability required.

Desired Qualifications:

The successful candidate will:

- Possess previous collegiate coaching experience and collegiate volleyball experience
- Be a self-starter who is able to work independently
- Have excellent organizational, interpersonal and communication skills
- Interpret, apply and comply with all NCAA and Club rules and regulations
- Possess a demonstrated commitment to the academic development of student athletes and knowledge of Adrian College policies and procedures

Interested individuals should submit a cover letter, resume, employment application (found on the AC website), and the contact information for three references to David Kwan dkwan@adrian.edu

Applications will be accepted and reviewed until the position is filled

Adrian College is an Equal Employment Opportunity Employer. If offered a position, finalist must furnish proof of U.S. citizenship or proof of eligibility to work in the U.S. within three (3) days of commencing employment.

A private, co-educational college of liberal arts and sciences related to the United Methodist Church, Adrian College is a traditional four-year residential institution offering a focused undergraduate and graduate education. The College offers a multitude of majors and pre-professional programs including certifications, approximately 50 athletic teams and 10 institutes dedicated to a diverse and personalized approach to education. Adrian College features state-of-the-art facilities, small class sizes and an innovative approach to the academic and personal growth of its students.

U.S. News & World Report has recognized and ranked Adrian College as a 'Best Regional Colleges for Undergraduate Teaching' and 'Most Innovative'. Adrian also received accolades as a "Best Value" school. The College landed on the list of Best Value schools in the Midwest region for the sixth consecutive year and has also been recognized as having 'A Focus on Student Success'; a new section in college rankings. Adrian College is located in Southeast Michigan, about 45 minutes from Ann Arbor and Toledo.