Men’s Tennis Head Coach

CONTEXT OF THE JOB:
The Men’s Tennis Head Coach, reports to the Senior Associate Athletic Director and has responsibility for organization, administration and promotion of the sport program. He/she executes all aspects of the operation of the sport, including championship and non-championship seasons, recruitment and administration of scholarship funding. The coach serves an important public relations function for the University, as a representative of this sport.

The head coach will be in a position of fairly high visibility with alumni groups, service organizations and other media sources with local, regional and occasionally national interactions as well as involvement with regional and national organizations.

Involvement in the conduct of clinics and camps occurs both on and off-campus.

Contacts are both within the unit (support staff, administrators, peers) and outside (opposing team personnel). The position is both administrative and technical in nature requiring a high degree of specialized sport knowledge as well as managerial ability to organize and conduct the program. It is largely independent and self-directed and involves primary accountability. Actions are reported to the Director. The job often requires work beyond that of the normal University workday. Nights, weekends and extensive travel are involved in this position. This is a part-time, non-benefited position.

MAJOR RESPONSIBILITIES:

Organize, administer and promote sport program:
- responsible for providing information in areas of scheduling, officials, transportation, etc.
- conduct program with direct authority for program operation including practice planning and execution, game plans, pre-season arrangements, videotaping, etc.
- work with Marketing Associate to develop promotional strategies.

Administer expenditures for designated sport budget, financial aid budget and supplemental funds (with responsibility to Senior Associate Director/Director).

Plan and conduct a recruitment program:
- Organize a year-round recruiting “calendar” including attendance at regular season, post-season, All-star and summer “state” games.
- determine a focus.
- assign talent assessment responsibilities to head and assistant coach.

Select recipients of athletic financial aid in each year:
- handle numerous telephone inquiries
- conduct personal visitations
- arrange and conduct “official visits”
- organize and conduct videotape talent assessment
- evaluate “credentials” (questionnaires, clippings, letters of recommendation, etc.)

Serve as principal public relations agent and media contact for the sport program.

Ensure compliance with all University, conference and NCAA regulations.
- responsible for understanding and adherence to same.

Supervise an assistant coach:
- assign specific job responsibilities to assistant coach.
- monitor and evaluate performance.

Conduct clinics and camps:
- on-campus and off-campus.
Supervise academic monitoring program:
- monitor performance of student-athletes and make appropriate referrals to Director of Student Services for Athletes.

QUALIFICATIONS:

Bachelor's degree, Master's degree preferred, in coaching related curriculum or acceptable equivalent field with a minimum of five years related experience in the sport. Collegiate coaching experience preferred.
Experience in recruitment of student-athletes.
Competitive collegiate playing experience desirable.
Willingness to comply with NCAA rules (Division I familiarity preferred).
Advanced knowledge of skills and strategies of sport.
Must be a self-starter who works productively without supervision.
Daily job performance is highly self-directed.
Effective oral and written communications, interpersonal, and organization skill

To Apply: Please submit a resume and cover letter to Stacey Bunting-Thompson at SBT@udel.edu.