

Head Men's and Women's Track and Field Coach

Tabor College

Hillsboro, KS

Job Overview:

Give leadership to the men's and women's track and field programs including recruiting, teaching, scheduling and integration of faith.

Job Description:

- Oversee recruiting including identifying prospects, building relationships with prospects and their families and coordinating the financial aid offers. Accountable to see to it that both the men's and women's teams keep a full roster of athletes as defined in conjunction with the Director of Athletics.
- Schedule competitions for both indoor and outdoor track and field, and practices during the season, working with the other pertinent sports for use of shared facilities.
- Work with the campus visit coordinator for scheduling recruits and/or their families to visit campus. Serve as the primary host for track and field recruits when they visit campus.
- Manage all spending for operations and recruiting within the budget parameters determined by Tabor's executive team. Assist the Athletic Director in the budget developing process.
- Submit and execute a fund-raising plan each year upon approval by immediate supervisor.
- Submit and execute an integration of faith plan each year upon approval by immediate supervisor.
- Manage the scheduling of events including the meet and travel schedule, meals, dismissal times, hotel arrangements, vehicle needs, etc..
- Design daily and yearly practice plans.
- Provide leadership to off-season training including strength and agility training, as well as other skills.
- Be aware of Tabor College in respect to: history, philosophy, mission, academic programs, student activities and organizations, student profile, cost/fees and admissions requirements and procedures.
- Be an active participant in the spiritual aspect of campus such as Christian mentoring, attend chapel services regularly, supporting the Community Life Covenant and other areas of spiritual life throughout the campus.
- Other duties as assigned by the Director of Athletics within the Athletic Department, such as teaching class, event administration, SID, etc. Tasks depend on the needs of the college and strength of the candidate.

Qualifications:

- B.A. or B.S. Degree required; Master's Degree preferred
- Preferred 5 years of experience coaching track and field, preferably at the collegiate level
- Preferred experience recruiting college athletes

To Apply or to receive a full job description: Qualified and interested candidates should submit a cover letter, resume and references to Alex Wiens, HR Coordinator, by email at tchumrec@tabor.edu.