

## **Head Men's and Women's Cross Country Coach / Assistant Track Coach**

**Tabor College**

**Hillsboro, KS**

### **Job Overview:**

Give leadership to the men's and women's cross country programs including recruiting, teaching, scheduling and integration of faith and also serve as an assistant coach on the track team.

### **Job Description:**

- Design daily and yearly practice plans and workouts
- 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 runners as defined in conjunction with the Director of Athletics.
- Work with the campus visit coordinator for scheduling recruits and/or their families to visit campus. Serve as the primary host for XC recruits when they visit campus.
- Schedule competitions and practices
- Manage all spending for operations and recruiting within the budget parameters determined by Tabor's executive team.
- Assist the Director of Athletics in the budget developing process.
- Submit and execute a fund-raising plan each year upon approval by immediate supervisor
- Provide individualized instruction to runners before and after practice and competitions as appropriate
- Provide statistical reporting as required by the KCAC and NAIA to be coordinated in cooperation with Tabor's SID.
- Organize and plan travel and meal schedules for teams as necessary
- Maintain regular office hours
- Submit and execute an integration of faith plan each year upon approval by immediate supervisor
- Assist Tabor's head track coach in whatever ways he/she delegates including but not limited to coaching selected field event(s) as well as helping run the home track meet.
- 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.

### **Qualifications:**

- B.A. or B.S. Degree required; Master's Degree preferred
- Preferred 5 years of experience coaching distance runners
- Preferred experience recruiting college athletes
- A demonstrable faith in Jesus Christ

To apply or receive a full job description: Contact Alex Wiens, HR manager by email at [tchumrec@tabor.edu](mailto:tchumrec@tabor.edu). Qualified and interested candidates should submit a cover letter, resume and references.