Simon Fraser University, a National Collegiate Athletic Association (NCAA) Division II institution and a member of the Great Northwest Athletic Conference (GNAC) invites qualified candidates to apply for the full-time position of Head Coach, Softball.

Under the general supervision of the Associate Director, Athletics and ultimately reporting to the Senior Director Athletics and Recreation, the Head Coach, Softball will be highly motivated, display effective and positive leadership, and will have superior supervision skills in directing and maintaining a successful and competitive softball program at Simon Fraser University.

Duties and Responsibilities

In consultation with the Associate Director, Athletics, establish the goals, objectives, performance indicators, and team culture of the softball program.

Recruiting:
- Monitor the national, provincial, club and school systems to identify, contact, interview and recruit talented student-athletes
- Evaluate, recruit, and retain student athletes
- Lead a highly competitive softball program by adhering to university and NCAA policies and procedures
- Recommend to the Senior Director Athletics annually the names of softball student athlete recipients for scholarship and awards
- Responsible for the effective selection, leadership, mentorship, and evaluation of program assistant coaches and support personnel.

Administration:
- Develop and implement an annual technical plan as well as overall rolling 5 year program plan
- Prepare the annual operating budget and monitor the budget on a monthly and quarterly basis
- Ensure the appropriate preparation of financial expenditure requests and approve all expenditure requests related to the program
- Works within the policies and practices to coordinate logistical requirements for team travel
- Coordinate all facility scheduling including but not limited to meetings, competitions, practice, and clinics
- Establish contractual agreements with the team’s student athletes and support personnel;
- Plans, schedules and oversees seasonal youth camps
- Performs other duties as assigned.

Student-Athlete Success
- Establish and maintain a positive team culture
- Design, monitor and support student-athletes’ personal development programs and progress with respect to their academic, athletic, and community citizenship
- Direct, design, implement, and review on an ongoing basis the high performance team training program (e.g. technical, tactical, physiological, sport science research and application, etc.)
- Develop and enhance the program’s competitive schedule
- Develop practice schedules, teach fundamental skills and properly train and condition student athletes in preparation for contests
Monitor the student-athletes and team support personnel to ensure compliance with all team, departmental, university, and GNAC and NCAA policies, rules and regulations

Develop and implement personal training program in conjunction with strength and conditioning personnel to ensure the team’s competitive success for student-athletes and for the team personnel

Orient team members with respect to the team, department, university and competitive leagues’ culture, team standards and expectations, policies, procedures and regulations

Educate team members regarding high performance athletics

Attend instructional clinics to remain up to date in coaching skills and methodology.

Community Outreach:

- Nurture the program’s alumni and cultivate internal and external relationships to develop fundraising initiatives and enhance the endowment growth through donations
- Develop, organize, and coordinate fundraising initiatives to enhance the program’s operating and student-athlete financial assistance budgets and endowments
- Promotes program and university events and initiatives including SFU Athletics Scholarship Breakfast and Athletic Awards and Hall of Fame Banquet.

Minimum Qualifications / Requirements

- Minimum bachelor’s degree, Master’s degree preferred
- Minimum of 5 years coaching experience with high performance athletes aged 16 years and over (i.e. Provincial, National, University/College) with an excellent win/loss record (or an equivalent combination of education and training experience)
- Proven track record of program success
- Canadian National Coaching Certification Program – minimum Level III or equivalent, with demonstrated knowledge and analysis of softball skill development and excellent instructional ability
- Possess high levels of integrity
- Proven role model with peers, athletes and assistant coaches
- Knowledge of and commitment to NCAA rules and regulations
- Excellent organizational, fiscal management and interpersonal skills
- Excellent communication skills
- Effective leadership, supervisory and motivational skills
- Valid Driver’s license
- Current Emergency or Standard First Aid Training
- Willing to undergo a provincial criminal record check

The incumbent is a public representative of the program and represents the University and Athletics in both Canada and the United States acting as an ambassador of Simon Fraser University by representing it in a positive manner to the media, general public, national-provincial-club system, school system, intercollegiate conference, alumni, etc.

Extensive travel is an integral part of the position as is being responsible for team student-athletes and personnel on out of town travel of up to two weeks or more. Hours required to perform the duties and responsibilities effectively include a large number of evening and weekend hours for student-athlete training, competition, and recruiting.

This position is responsible for abiding with all institutional and affiliated athletic association policies, rules and regulations concerning recruitment, financial aid and student-athlete eligibility.

Preference will be given to Canadian Citizens or Permanent Residents of Canada.

To receive full consideration for this position, submit a detailed resume and cover letter quoting Competition #267, addressed to Breanne Watson, Associate Director of Athletics, Simon Fraser University, to jobpostings@sfu.ca by 4:30 pm, Friday, May 11, 2018. Position is open until filled.

We thank all applicants for their interest; however, only those selected for interviews will be contacted.