

JOB DESCRIPTION:	Sports Performance Head Coach		
DEPARTMENT:	Athletics		
REPORT TO:	Executive Director – Athletics		
EEO CLASSIFICATION:	Processional	FLSA STATUS:	Exempt
CUPA HR CLASSIFICATION:	498340	DATE APPROVED:	11-FEB-2022
		DATE MODIFIED:	20-MAR-2025

SUMMARY: Responsible for directing the physical and mental preparation of the assigned teams using sport specific, scientifically based training programs that develop the speed, strength, work capacity, personal health, and nutritional awareness of student-athletes.

DUTIES:

1. Oversees the complete operation of strength and conditioning for the current WNMU NCAA Division II sports.
2. Enhances the physical, emotional, and nutritional development of more than 250 student-athletes.
3. Works closely with head coaches and sports medicine personnel to support sport performance development.
4. Manages injury rehabilitation protocol with sports medicine and monitors student-athlete health, well-being, and nutritional needs.
5. Develops and administers evaluation tools and progress reports for athletes and coaches.
6. Monitors voluntary summer strength and conditioning programs in athletics.
7. Coordinates use of weight room areas according to priorities set by administration.
8. Conducts strength and conditioning camps/clinics program.
9. Coordinates maintenance and repair of equipment as well as recommending new equipment for the program.
10. Travels with the teams as needed.
11. Ensures compliance with Western New Mexico University, NCAA and Lone Star Conference rules.
12. Provides a broad range of administrative and supervisory functions. Supervises assigned staff in accordance with WNMU personnel practices including recruitment, training, performance evaluation, guidance, etc. Participates in the process of ongoing personal and professional development. Maintains comprehensive communication among all contacts (internal and external). Models professional standards and ethics in accordance with WNMU philosophy.
13. Performs other duties as assigned.

EQUIREMENTS:

1. **Education /Background:** Bachelor's Degree from an accredited 4-year institution required. Master's degree in Sport Performance or a related field preferred. NSCA Certified Strength and Conditioning Specialist or SCCC Certified w/ CSCCa required. At least 1 year of successful coaching in area of sports performance of student-athletes including intern or graduate assistant work required. Experience at the collegiate level in strength and conditioning required. Experience working at a NCAA DII institution preferred. Experience working with an athletic department that supports football preferred. Bilingual (Spanish) Preferred.
2. **Job Knowledge:** Must be knowledgeable of NCAA and/ or Lone Star Conference rules and regulations as well University policies, procedures and regulations regarding Athletics. Must be sensitive to cultural differences within the University and community. Able to be successful in a

diverse environment. Able to demonstrate successful skills in cooperation, organization, communication, and problem solving.

3. **Working Conditions/Physical Demands** (With or Without Accommodations): Normal office, athletics environment, continually changing sports venues and gym environment. Requires strenuous physical work, heavy lifting, pushing, or pulling required of objects over 50 pounds. Physical work is a primary part (more than 70%) of job. May be required to transport normal office equipment and materials. Ability to comprehend and work with a variety of information from various sources. Able to clearly communicate with a diverse population of individuals. Ability to compose correspondence and reports and remain in a sedentary position for prolonged periods of time. Must be able to visually and auditorily assess situations to insure health and safety. Work involves moderate exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises. Hours may vary depending on sporting events and needs and includes nights and weekends. May be required to work additional hours or days depending on circumstances.
4. **Other requirements:**
 - a. First Aid and CPR certification or ability to obtain within 2 months of hire.
 - b. New Mexico Driver's License
 - c. Must pass a Defensive Driving Course within 2 months of hire date.

This job description is not an exhaustive list of all responsibilities, skills, duties, requirements, effort, and/or working conditions associated with the position. Management reserves the right to revise the job or to require that other or different tasks be performed when circumstances change. In addition, this job description is not intended to create a contract of employment between the employee and Western New Mexico University, nor shall it be regarded as a promise to provide specific terms or conditions of employment.

I have read, understand and accept a copy of this job description.

Employee Signature

Date

Employee Name (Printed)