POSITION OPEN
The following position is posted as an invitation for qualified individuals to apply.

Position Title: HEAD MEN’S LACROSSE COACH
DIRECTOR OF ATHLETIC FACILITIES, INTRAMURAL AND CLUB SPORTS

Department: Athletics

Salary Range: Full-time, exempt position

Reports To: Athletic Director

PRIMARY RESPONSIBILITIES:
HEAD MEN’S LACROSSE COACH:
• Duties to include scheduling, recruiting, budgeting, fund raising, training, supervision, evaluation, and performance of student-athletes to compete effectively in Men’s Lacrosse within the North Atlantic Conference and NCAA Division III.
• Gain and maintain a working knowledge of the NAC and NCAA Division III rule and regulations governing intercollegiate athletics competition.
• Monitor student-athletes’ athletic, academic and social performance in keeping with standards established by Green Mountain College, the North Atlantic Conference and NCAA Division III.
• Represent the College and its athletics program, with honesty, integrity and sportsmanship at all times, to various institutional programs and students, parents, the general public, alumni and external agencies.
• Develop a positive, professional relationship with faculty, staff, students, alumni and Eagle Athletic Association members.
• Supervise assistant coach as required.

DIRECTOR OF ATHLETIC FACILITIES, INTRAMURAL AND CLUB SPORTS
• Oversee and direct the operations of the athletic facilities including the Eagle Fitness Center, outdoor fields, gymnasium and pool to maintain a clean and safe environment for all users of these areas.
• Develop, oversee and direct the operations of a Green Mountain College intramural sports program for students, faculty and staff.
• Oversee and direct the operations of a Green Mountain College club sports program.
• Oversee and monitor the budget and all financial operations of the the athletic facilities, intramural and club programs, including monitoring the accuracy of work study employees’ timecards including signing and submitting biweekly to the Athletic Director.
• Communicate all information regarding hours of operation, policies and procedures, and closings to the campus community and public in a timely manner, and work with UGL regarding summer camps and conferences.
• Overseer the maintenance and condition of all equipment and structures in these area including scheduled repair and replacement. Serve as the primary liaison of this area to Campus Facilities Management.
• Provide oversight, training and supervision of work study employees with specific job responsibilities, including providing an employee handbook/manual with specific expectations.

QUALIFICATIONS:
• Possess a bachelor’s degree, a master’s degree is preferred
• Have adequate knowledge of men’s lacrosse or sports, but excellent knowledge is preferred
• Have excellent oral and written communication skills as well as basic computer experience
• Knowledge and appreciation of an environmental liberal arts education and an understanding of the role athletics play in a college committed to academic excellence and cultural diversity
• Demonstrated ability to work effectively with staff, faculty, students, parents and alumni from diverse ethnic, cultural and socioeconomic backgrounds
• Demonstrated knowledge and ability to work within the framework of Green Mountain College policies, North Atlantic Conference (NAC) regulations, and NCAA Division III philosophy and rules.
• Maintains valid and annual certifications in: NCAA Rules test, CPR/AED, and First Aid
• Ability to work extended hours including some evenings and weekends.

APPLICATIONS FOR THIS POSITION ARE ACCEPTED UNTIL POSITION IS FILLED.

Green Mountain College is committed to increasing diversity among campus employees and is an Equal Opportunity Employer. Qualified minority and female applicants are encouraged to respond.

If you believe that you meet the above qualifications, please submit a resume to
Janie Evans in the Human Resource Department:
Fax: 802-287-8327, Email: employment@greenmtn.edu
Mail: GMC, 1 Brennan Circle, Poultney, VT 05764