



Position Announcement

**Western Connecticut State University
Intercollegiate Athletics
Head Coach – Cross Country & Track & Field
Academic Year 2024-2025**

Western Connecticut State University's Department of Intercollegiate Athletics is pleased to announce that applications are being accepted for the position of Head Coach of Cross Country & Track & Field - Coach II rank.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, members of LGBTQIA and BIPOC communities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. WCSU is honored to be awarded the federal designation as a Hispanic Serving Institution (HSI). This accomplishment marks a pivotal moment in our progress toward fostering diversity, equity, and inclusion within our campus community.

WestConn is a Division III school and a member of the National Collegiate Athletic Association (NCAA). The football program is a member of the Massachusetts State Collegiate Athletic Association (MASCAC), Women's Golf plays independently, while the other 19 intercollegiate athletic programs are members of the Little East Conference. The University belongs to conferences and associations appropriate to the specific athletic activity program. Additional information about the department may be found at <https://westconnathletics.com>

Position Summary: Responsibilities include, but are not limited to, all aspects of developing and new program and sustaining a Cross Country/Indoor and Outdoor Track and Field (XC/TF) program that desires to be highly competitive; Providing direction, coordination, and instruction to the WestConn XC/TF teams; Specific and defined recruitment and retention of high-quality prospective student-athletes; Supervising several assistant coaches; Ensuring compliance with NCAA, Little East and University policies; Monitor and assisting team members in academic, disciplinary, and personal matters; Assisting with program promotion and marketing; Representing the Athletic Department at professional, civic, charity, and alumni events; Budget management and fundraising leadership are also required. Candidates must demonstrate a proven aptitude for coaching as illustrated by a strong work ethic, organizational skills, computer skills, and the ability to interact professionally within the department, the campus, and the community.

Qualifications: Bachelor's Degree is required; Master's degree preferred. A minimum of three (3) years coaching experience at the collegiate level, preferably at least two (2) years' experience as a head coach. Alternate professional experience will be considered. Candidates should have a demonstrated ability to recruit, retain, train, and develop student-athletes. Knowledge of NCAA rules and regulations and an understanding of, and a commitment to, the Division III student-athlete philosophy is essential. Extensive computer skills are required as is the ability to use Microsoft Office and sport-specific and budget software. Excellent communication skills are also important to work effectively with diverse populations including students, administrators, faculty, and alumni. The ability to adhere to the NCAA, LEC, University, and Athletics department policies and rules and regulations is required. The Head Coach will work within the framework of the Department of Intercollegiate Athletics administration



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and coaches and is expected to communicate effectively with students, faculty, administration, staff, and alumni. Must be or able to be certified in First Aid, AED, and CPR.

Salary & Benefits: The hiring salary range is \$70,729 – \$82,518 and is commensurate upon candidates' experience. Western offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; a current resume, and the names and contact information for at least three (3) professional references to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search **#300-029**. All materials should be submitted as PDF files. Application materials must be submitted no later than **Wednesday, June 12, 2024**. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire via the following link. <http://wcsu.edu/diversity/affirmative-action-data-questionnaire/>. Any questions may be directed to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity.

Western is an Affirmative Action Equal Opportunity Educator/Employer