



Wingate University
Open Position Description
Assistant Track and Field Coach/Director of Operations

Position Title: Assistant Track and Field Coach/Director of Operations

Location: Wingate Main Campus

Founded in 1896, Wingate University is a laboratory of difference-making that serves more than 3,600 students in North Carolina. Wingate offers 36 undergraduate majors as well as six master's and four doctoral programs. The University is home to the Cannon College of Arts and Sciences; the Levine College of Health Sciences; the Byrum School of Business; and the College of Professional Studies, which includes the Thayer School of Education and the School of Sport Sciences. The University's motto is "Faith, Knowledge, Service." Learn more at www.wingate.edu.

Position Summary: The Assistant Coach will be responsible for assisting the head coach in all aspects of a competitive and successful NCAA Division II Track & Field program. Primary responsibilities lie with planning and instruction of Track & Field skills.

Duties and Responsibilities

- Compliance with NCAA, SAC, and Wingate Policies and Regulations
- The Assistant Coach must aid the Director in individualized and team instruction with emphasis on teaching all skills and strategies associated with the sport
- Assist with practice planning and implementation
- Player development and evaluation as prescribed by the Director
- Managing travel (booking hotels, vans, buses, etc.)
- Practice and game preparation
- Recruit prospective student-athletes
- Preparing scouting reports, scouting/film analysis
- Help with fundraising and community service activities
- Provide academic support and oversight for all student-athletes
- Other duties as assigned.

Qualifications

- Bachelor's degree required, Master's preferred
- Successful coaching/playing experience is vital, preferably at the collegiate level
- Demonstrated expertise in on field instruction and knowledge of the game

To apply, submit the following to **Human Resources** at careers@wingate.edu

1) letter of interest, 2) resume, and 3) contact information for three references.

EQUAL OPPORTUNITY EMPLOYER: Wingate University abides by all federal and state laws prohibiting employment discrimination solely on the basis of a person's race, color, creed, national origin, religion, age (over 40), sex, marital status or physical handicap, except where a reasonable, bona fide occupational qualification exists. Wingate University is committed to the provisions of the Americans with Disabilities Act and its amendments. Wingate University expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability or veteran status.