
Southeastern Community College

EMPLOYMENT OPPORTUNITY

Assistant Women's Softball Coach

Part Time

Founded in 1964, Southeastern Community College (SCC) is a public, two-year comprehensive community college. With its "open-door" policy, SCC strives to meet the needs of students with varying backgrounds, resources, interests, abilities, and career goals. More than 30 occupational and liberal arts curriculum programs are offered by the college, which serves an annual full-time equivalent enrollment of approximately 2,000 students in curriculum and continuing education programs. SCC emphasizes quality in designing and delivering instructional, support, and community services. The college commits itself to providing students with opportunities to reach their potential.

SCC is undergoing major changes as it prepares for the future. It has adopted a new vision: To be recognized as the premier rural community college in North Carolina; and a new mission statement: To continuously promote educational attainment, economic development, and cultural enrichment in Columbus County and surrounding areas. To achieve its mission and move towards its vision, SCC is focused on its performance in student success, workforce development, enrollment, employee performance, facilities, resource acquisition & use and community services.

The SCC college campus is located on Hwy. 74-76 between Whiteville and Chadbourn in southeastern North Carolina. SCC is an hour's drive from historic Wilmington and South Carolina's Grand Strand beaches. Serving Columbus County and surrounding areas, the college enjoys exceptional local financial and moral support from a community which expresses great pride in the institution.

Minimum Requirements for the Position

1. At least three years of experience coaching softball.
2. The applicant must possess planning, managing, coordinating, operating, advising, recruiting, and evaluating skills.
3. The applicant must possess the ability to adhere to rules and guidelines set forth by the college and governing athletic agencies.
4. The applicant must possess excellent written, oral and interpersonal communication skills.

Preferred Requirements for the Position

1. Previous experience in an educational setting.
2. Five years as a Women's Softball Coach or as an Assistant Women's Softball Coach.

Purpose and Function of the Position

1. Assists the Head Women's Softball Coach in planning, managing, coordinating, operating and evaluating the softball program at the college.
2. Assists the Head Women's Softball Coach in advising student-athletes and staff of applicable athletic rules, regulations, and college policies, ensuring compliance of said rules and regulations.
3. Assists the Head Women's Softball Coach in recruiting, advising and signing student-athletes for team participation.
4. Assists the Head Women's Softball Coach with Planning and directing athletic skill development for student-athletes.
5. Assists the Head Women's Softball Coach with ensuring appropriate safety measures are observed when conducting team practices and through competitions.
6. Assists the Head Women's Softball Coach with informing student-athletes of academic and other matters pertaining to their enrollment and educational progress.
7. Reporting to the Director of Athletics, the position is expected to adhere to the responsibilities of competitive success, the academic success of students, fiscal responsibility and rules compliance within the parameters set forth by the National Junior Collegiate Athletic Association (NJCAA).

(Application Requirements Continued on the Reverse)

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A completed Southeastern Community College application form, a resume, letter of interest and educational transcripts (unofficial copies of transcripts will be sufficient for the screening process, but official copies must be submitted prior to employment) must be submitted to the college Human Resources Office in order for applicants to be considered for this position.

Applications will be accepted until position is filled.

Applicants should send all documents and inquiries to the Human Resources Office, Southeastern Community College, P.O. Box 151, Whiteville, NC 28472.

An Equal Employment Opportunity/Affirmative Action Employer