



Andrew College

1854

JOB TITLE: Assistant Softball Coach

REPORTS TO: Head Softball Coach

DEPARTMENT: Athletics

START DATE: As Soon as Possible

CLASSIFICATION: Part Time Staff

SALARY: Room and Board + \$1,500

General Function:

Andrew College is seeking a qualified Assistant Softball Coach. The candidate will assist the Head Softball Coach in all aspects of the softball program as deemed necessary. The successful candidate must adhere to all NJCAA Division I, Georgia Collegiate Athletic Association, and Andrew College policies. The Assistant Softball Coach must understand the dynamics of a small college setting and have the ability to take on several tasks outside the coaching arena towards success for the Athletic Department and Andrew College as a whole.

Duties and Responsibilities:

- Fulfill the mission, vision, and strategic plan of the Andrew College department of athletics as it pertains to the Softball program.
- Must have ability to throw Batting Practice.
- Coaching responsibilities that are deemed necessary by the Head Coach.
- Field Maintenance duties as assigned by Head Coach.
- Assist coaching staff with practices, game planning, and off season training.
- Help oversee academic progress of student athletes.
- Interact with other Andrew College departments.
- Develop healthy department and player relationships.
- Meet NJCAA and GCAA compliance guidelines and regulations.
- Good driving record with ability to drive Andrew College vans and recruiting vehicles.
- Perform other duties as assigned by the Head Softball Coach.

Working Conditions

While performing the duties of this job you may be required to lift and/or move heavy items. You will also be required to work irregular hours, including nights and weekends.

Minimum Requirements:

Must be authorized for unrestricted employment in the United States indefinitely with no immigration sponsorship needed.

**Applicants should complete the Quick Application located on Andrew College website for the desired position along with submitting a cover letter, resume, unofficial transcript(s) & three references with telephone numbers to: <https://www.andrewcollege.edu/employment-opportunities/>
Jennifer Mitchell, Director of Human Resources hr@andrewcollege.edu**

The review process will begin immediately and will continue until the position is filled.

Andrew College—the United Methodist beacon of educational, spiritual, and cultural uplift to Southwest Georgia since 1854—prepares students for lives of servant leadership and purpose through higher education that is relevant to its region and beyond.

Andrew College does not discriminate on the basis of race, color, religion, gender, age, creed, national origin, or disability in its employment policies.