UNIVERSITY OF WISCONSIN – SUPERIOR
POSITION DESCRIPTION
Head Men’s Basketball Coach

**Working Title:**  Head Men’s Basketball Coach
**Hayes Hill Title/Level:**  Coach 50%, 12-month Limited Appointment
**Position Reports to:**  Athletic Director

**Position Summary:**
Responsible for oversight of the Men’s Basketball program including the management and administration of all phases of the program in the manner that upholds the liberal arts philosophy and objectives of the University of Wisconsin-Superior Athletic Department. Responsibilities include adherence to and enforcement of all policies and procedures of the Department, University, WIAC and NCAA rules and regulations; responsibility for oversight of the Men’s Basketball program budget and determination of appropriate disciplinary action of Men’s Basketball student-athletes.

**PROBLEM SOLVING:**
Solves problems associated with monitoring basketball office budget; personnel and student-athlete concerns; logistics of running an intercollegiate Men’s Basketball program.

**Essential Functions:**
- Promotes the philosophy and objectives of the athletic program; to include adhering to and enforcing all Departmental policies and procedures, as well as rules and regulations of the University, the Wisconsin Intercollegiate Athletic Conference (WIAC) and the NCAA.
- Provides leadership and instruction on personal and athletic development of student-athletes, to include counseling team members in academic, disciplinary and personal matters, when appropriate.
- Monitors eligibility status and promotes academic progress of student-athletes.
- Submits sport’s annual budget requests. Manages sport’s program within the framework of a balanced budget.
- Oversees selection, purchase, fitting and maintenance of team equipment, to include uniforms, athletic equipment and supplies.
- Schedules and conducts regular practice sessions in and out of season, as permitted by NCAA rules and regulations. Develops and implements strategies for motivating student-athletes to perform at maximum levels as both individuals and a team.
- Develops a competitive event schedule, in conjunction with the Athletic Director and or Senior Women’s Administrator.
- Ensures that team travel arrangements are in compliance with University, WIAC and NCAA rules and regulations, to include monitoring development of travel itineraries and coordination of travel plans through the program assistant.
- Oversees conditioning and training of team members in conjunction with Head Athletic trainer to ensure that student-athletes are physically prepared for competition.
➢ Supervises assigned assistant coaches and other support staff to ensure compliance to applicable rules, policies and procedures, including scheduling and assigning work. Provides orientation, training and guidance as needed. Conducts performance evaluations and recommends salary increases, as appropriate.

➢ Compiles data and reports, as required by the Department and University.

➢ Develops and publishes team rules regarding appearance, practice, class attendance, punctuality, dress code and general standard of behavior, with approval of Athletic Director/Senior Women Administrator. Enforces such team rules with appropriate disciplinary action.

➢ Ensures safety of student-athlete and coaching staff through careful monitoring of the condition of athletics equipment and facilities utilized by designated sport. Submits requests for repair, maintenance and improvement of facilities to Facility Director, when appropriate.

➢ Cooperates with all coaches with the Athletic Department to enhance overall Department operations.

➢ Assists with approved fundraising activities, as requested.

➢ Participates in clinics, exhibitions and camp activities, as approved.

➢ Participates in public relations activities to include speaking engagements, television and radio interviews and press conferences, as approved or requested. Represents Athletic Department at professional, civic, charitable and alumni events.

➢ Performs other related duties as assigned.

Knowledge, Skills, and Abilities:

➢ Ability to demonstrate effective communication skills both orally and written.

➢ Strong interpersonal skills and the ability to work effectively with a wide range of constituencies in a diverse community.

➢ Ability to provide leadership and instruction in the personal and athletic development of staff and student-athletes.

➢ Knowledge of budget development, preparation, and fiscal management.

➢ Ability to research and resolve problems and questions related to the operations of the Men’s Basketball program.

➢ Ability to organize work flow and coordinate activities.

➢ Valid driver license with a good driving record; must be insurable.

➢ Proficiency in computer use and relevant Microsoft applications.

➢ Knowledge of content in a variety of health and human performance subjects.

➢ Ability to create and maintain an effective learning environment in the classroom and on the basketball court.

QUALIFICATIONS:

➢ Master’s degree.

➢ Collegiate coaching experience required.

➢ Head collegiate coaching experience desirable.