

# OKLAHOMA BAPTIST UNIVERSITY

## POSITION DESCRIPTION

**Title:** Part-Time Assistant Softball Coach

**Department:** Athletics/ Softball

**Supervision Received:** Head Softball Coach, Assistant Softball Coach

**Supervision Given:** Graduate Assistant

### **OBU Mission Statement**

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

### **Expectations for all Employees**

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees are expected to embrace these expectations and to model them in their behavior.

- *Commitment to the essentials of the Christian faith.*
- *People are treated with dignity and respect.*
- *Relationships are built on honesty, integrity, and trust.*
- *Excellence is achieved through teamwork, leadership, and a strong work ethic.*
- *Efficiency is achieved through wise management of human and financial resources.*

### **Purpose:**

To serve as assistant coach for the softball program at Oklahoma Baptist University (OBU) within the philosophy and direction of the Head Coach as well as demonstrating a commitment to live out and advance the OBU mission statement through the sport of softball. Must comply with all NCAA, Great American Conference and institutional rules and regulations.

### **Essential Functions:**

- Demonstrate your faith in all areas of life
- Encourage the spiritual growth of team members and support staff
- Exhibit a positive regard for all students, faculty, and staff
- Develop individuals who are dedicated to the pursuit of excellence and exercise discipline in all areas of life
- Successfully recruit students who are athletically gifted and possess high academic quality
- Adhere to **NCAA**, Conference, and University regulations with regard to recruiting, admissions standards, and eligibility
- Effectively communicate the benefits of an OBU education and athlete experience to recruits and their parents
- Monitor student-athlete academic progress and motivate them to strive towards their potential
- Identify areas of deficiencies in athletic abilities and motivate athletes to achieve improvement
- Analyze performance and instruct athletes in position specific strategies and techniques to prepare them for athletic competition

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- Evaluate the effectiveness of position specific coaching techniques and be committed to research and implement strategies that will increase productivity utilizing the student athletes we recruit at OBU
- Efficiently and effectively complete administrative duties assigned by the Head Coach
- Must possess an outstanding work ethic, very good oral and written communication skills, and have competent computer skills

### **Other Duties:**

- Filed maintenance. Prepare field for practices and home games.
- Handle administrative responsibilities associated with program operations

### **Qualifications:**

#### **Knowledge, Skills and Abilities:**

- Technical, tactical, and strategic knowledge of softball. Strong leadership, interpersonal, and communication skills

#### **Education:**

- **Preferred:** Master's degree
- **Required:** Bachelor's degree

#### **Experience:**

- **Preferred:** NCAA Division II coaching experience
- **Required:** Softball coaching experience or collegiate softball playing experience

#### **Equipment:**

- Basic computer skills

#### **Physical Requirements:**

- Be able to work on and maintain the softball field

#### **Special Requirements:**

- Must be an active member of a local evangelical church