



NOTICE OF VACANCY

Assistant Men's Basketball Coach

Reports To: Athletic Director

Description of Position: At Mississippi Delta Community College (MDCC) we value the ability to serve students from a broad range of socioeconomic backgrounds, genders, abilities, and orientations. We prioritize applicants who demonstrate they understand the benefits a diverse student population brings to a community college. The successful Assistant Men's Basketball Coach will be an equity-minded individual committed to student success by collaborating with faculty, staff, administration, students, and community partners who support the institution's mission.

The primary responsibilities include developing and managing every aspect of the football program including recruitment, organization of practices, games, scheduling, budgeting, facility and equipment maintenance. The Assistant Men's Basketball Coach reports to the Head Men's Basketball Coach.

Duties and Responsibilities

Essential job functions include but are not limited to the following:

- Assist in maintaining statistics and coordinating with officials.
- Assist in the implementation of the academic program including monitoring of individual student athlete progress to ensure academic eligibility and providing referrals to the appropriate college resources.
- Assists in coaching during athletic events.
- Assist in pre-, in-, and post-season training, practices, and games; may be assigned to work with a specific group of student-athletes on a regular basis.
- Assists in scouting and recruiting activities.
- Assists with the development and maintenance of appropriate public relations, fund-raising and promotional activities as necessary.
- Coordinate practice times at opponent's facilities and coordinates the team travel arrangements within the department guidelines and budget.
- Maintains continual and thorough familiarity with all applicable NJCAA, MACCC, and MDCC rules and regulations and complies with the same.

Mississippi Delta Community College does not discriminate on the basis of age, race, color, national origin, religion, sex, sexual orientation, gender identity or expression, physical or mental disability, pregnancy, or veteran status in its educational programs and activities or in its employment practices. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dr. Steven Jones, Vice President of Administrative and Student Services, Stauffer-Wood Administration Building, Suite 119, Office 123, P. O. Box 668, Moorhead, MS 38761, 662-246-6304; EEOC@msdelta.edu.

Duties and Responsibilities (cont.)

- Assists in briefing student athletes and monitoring adherence to the above.
- Works with Athletic sports medicine, strength and conditioning, personnel and/or with thirdparty medical groups including but not limited to physicians as needed to implement team wellness and conditioning programs.
- Works with student-athletes and monitors their adherence to rules and regulations concerning conduct, appearance and punctuality. •
- Perform other duties as assigned by the Athletic Director.

Mandatory Requirements

- Bachelor's degree from a regionally accredited institution and have previous experience as a basketball coach.

Preferred Qualifications

- Master's degree in a teaching field offered at MDCC or a master's degree with a minimum of eighteen (18) graduate semester hours in a teaching field offered at MDCC.
- College teaching experience in a teaching field offered at MDCC.
- Working knowledge of National Junior Collee Athletic Association (NJCAA) Division I and Mississippi Association of Community & Junior Colleges (MACJC) conference regulations.

Knowledge and Skills Required

- Ability to establish and maintain effective working relationships with students, fellow employees, program boosters, and the public.
- Ability to multitask and work independently.
- Effective oral and written communications.
- Effective planning, organizational, and time management skills.
- Highly attentive to detail.
- Initiative, reliable, team-oriented.
- Knowledge of NJCAA rules and regulations.
- Possess computer skills

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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Physical Demands (cont.)

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision. This position may require prolonged periods of viewing a computer screen. This position requires frequent travel and may require working some evenings and weekends.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

TERMS OF EMPLOYMENT

This is a full-time, 12-month, exempt, and Non-Teaching Professional (NP) position.

SALARY

The salary will commensurate with education and experience.

APPLICATION PROCEDURES

Applicants should submit all of the following in order for their application to be considered for employment:

1. MDCC Employment Application (**online only**)
2. **Unofficial** College Transcript(s)
3. Current Resume
4. Authority to Release Information Form/ Consent Form

The MDCC Employment Application can be found on the MDCC Human Resources website, <https://msdelta.formstack.com/forms/applicationforemployment>

Official transcripts may be sent directly from the university/college electronically to humanresources@msdelta.edu or via postal mail to:
Office of Human Resources - P. O. Box 668 - Moorhead, MS 38761

DEADLINE

External/Internal – June 2, 2023 at 5:00 p.m.

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