



NOTICE OF VACANCY

Assistant Football Coach (Offensive Coordinator)

Reports To: Head Football Coach

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 Football 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 Assistant Football Coach (Offensive Coordinator) is responsible for assisting the head coach in all aspects of the football program, including but not limited to: coaching your own position, student-athlete development, ensuring academic success of student-athletes, practice and game film breakdown (HUDL), game day responsibilities, and recruitment of qualified and competitive student-athletes in your assigned area and other duties as assigned by the Head Football Coach

More specifically, the Assistant Football Coach (Offensive Coordinator) is responsible for the following:

Duties and Responsibilities

- Assist in maintaining the vision of the Head Coach.
- Assisting in maintaining the implementation of the academic program including monitoring of individual student-athlete.
- Assist in coaching during sporting events.
- Assist in scouting and recruiting activities.
- Coordinate practice plans for daily activities.
- Works with Athletics sports medicine and strength and conditioning personnel and/or with third-party 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 Head Football Coach.

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.

Mandatory Requirements

- Applicant must hold a minimum of a Bachelor's degree from a regionally accredited institution.
- Applicant must have previous experience as a football coach.

Preferred Qualifications (but not required)

- Three to five years of collegiate coaching experience.
- HUDL software experience.

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.

While performing the duties of this job, the employee is regularly required to use hand to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee frequently is required to sit, stand and walk. The employee is occasionally required to climb, balance, stoop, kneel, crouch, crawl, or run.

The employee must occasionally lift and/or move up to 50-75 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 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 to loud.

TERMS OF EMPLOYMENT

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

SALARY

The salary will commensurate with education and experience.

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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

Internal/External – December 3, 2022 at 5:00 P.M.

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