



WESTMONT

Sports Performance Coach (Full-time; 12 months)

Department of Athletics

Position Summary: The sports performance coach is responsible for developing a systematic exercise prescription training program for both teams and individual athletes, for each of Westmont Colleges 15 athletic teams.

Required Qualifications:

- Bachelor's degree in Exercise Science or related field.
- Certified Strength and Conditioning Specialist (CSCS).
- Strong Christian faith with desire to positively impact student-athletes.

Preferred qualifications:

- Master's degree in related field
- 3+ years experience training competitive and/or professional athletes
- USA Weightlifting Certification
- Certifications/training in nutrition for athletes.
- Previous administrative experience.
- Ability to speak to large groups.
- High motivation and energy level.
- Strong people and organizational skills, flexibility, and the ability to multitask.

Responsibilities include:

- Annually develop and implement overall strength and conditioning programs for all 15 athletic teams, working in conjunction with the head coach of each sport.
- Assure safety measures in technique, frequency, and progression of exercises conducted in the program.
- Conduct in-person, team workouts, specifying exercises a student-athlete should perform; instruct, encourage and/or motivate student-athletes during a workout; and direct student-athletes as to the order and flow of the workout activity.
- Monitor individual and team workouts by observing and watching closely to ensure that student-athletes are provided a safe and controlled environment.
- Maintain up-to-date records on the strength program of each team and specific individual workouts of every student-athlete.
- Record and communicate student-athlete injuries to the athletic training room.
- Assists athletic training staff with injury prevention and rehabilitation of injured student-athletes.
- Work with the Athletic Training staff to design and modify sport performance programs to aid in the recovery of injured student-athletes to progress safely back to practice and competition.
- Support education about nutrition and supplementation in conjunction with all NCAA rules and regulations.
- Assists with coordinating, maintenance, upkeep, and staffing of designated athletics specific weight room/strength facilities; assists in identifying and purchasing needed strength and conditioning equipment; assists in scheduling weight room training for the various athletic teams

- Supervision of any sports performance interns from the Kinesiology department.
- Member of the Westmont Athletics Administrative Team. Participate in monthly Admin Team meetings and contribute in thoughtful ways to the administrative leadership of the department.
- Administer summer voluntary workouts with student-athletes in the Sport Performance Center and provide home programming for students when requested by student-athletes over institutional break periods.
- Oversight of safety in the Sport Performance Center including equipment sanitation, maintenance monitoring, keeping current on First Aid, CPR, and other necessary certifications.
- Process requests for new equipment and equipment replacement through the assistant athletic director for operations.
- Hold sport-specific team nutrition seminars and other sport performance educational seminars as requested by head coaches and sports medicine staff during the academic year.
- Maintain compliance with all NCAA, conference, and institutional rules and regulations.
- Live out a genuine Christian faith as a role model for student-athletes and have a desire to grow and engage spiritually with the Westmont community.
- Be a collaborative team member of the Athletics staff and the Student Life Division through meeting attendance, committee contributions, and other areas of leadership and professional development.
- Other duties as assigned.

Expectations for workplace demeanor include but are not limited to: working collaboratively and harmoniously with co-workers, customers and others by sharing ideas and resources willingly, constructively and positively; listening to and objectively and respectfully considering the ideas and perspectives of others; readily admitting and correcting personal mistakes; meeting commitments; keeping your supervisor and others who may be affected informed about work progress; addressing problems willingly and constructively to discover practical and lasting solutions acceptable to all parties; working promptly toward reconciliation and forgiveness during conflict; respecting the diversity of our community in words and deeds. Westmont expects employees to avail themselves wherever necessary, demonstrating flexibility and openness to new requests and responsibilities in order to foster an environment of collaboration.

Reports to: Director of Athletics

Assistant Swimming Coach

Department of Athletics

Position Summary: Assistant Coach teaches and instructs student-athletes how to perform in their sport, including sport-related fundamentals, skills, team concepts, and safety practices. Supports the Head Coach with team development (recruitment, team events, training) and program support (fundraising, communications, meet scheduling and travel, compliance).

Requirements:

Bachelor's degree required. Also requires: prior swim coaching experience (high school and above) understanding of and personal support of the Christian character and mission of the college.

Responsibilities include:

Is directly responsible to the Athletic Director's office which includes the Athletic Director, the Associate Athletic Director, and the Assistant Athletic Director for Operations.

Coaching

- Work alongside the Head Coach to organize and conduct practice sessions. Ensure proper strength and conditioning programs and dryland workouts are safely implemented.
- Work alongside training room staff to monitor injured athletes and develop specific plans to help them train around their injuries.
- Provides spiritual leadership to the team which is consistent with the Westmont's Christian tradition. The coach plays a significant role in the spiritual development of the student athlete.
- Responsible for the conduct, public image and adherence to the behavioral expectations of student athletes. Informs the Head Coach and AD's office of the violation(s) and disciplinary action taken when violations occur.
- Keeps accurate records of swimming competitions and stats, and reports to SID's office.
- Support athletes in their holistic development.
- Work alongside the Head Coach to submit recommendations for PCSC Athlete of the Week, all conference, All Americans, academic All Americans and special awards candidates.

Recruiting

- Utilizes ARMS software for maintaining a database of recruits, alumni, donors, current team members and other key people.
- Stay up to date and comply with all rules and regulations for NCAA Division II.
- Research recruits on College Swimming, NCSA, beRecruited, etc. Email coaches and swimmers. Attend high school and club swimming meets.
- In conjunction with Admissions, ensures that applicants interested in Women's Swimming are treated professionally and responded to in a timely manner.
- Organize recruitment weekends and assist with recruit visits (tours, meetings, try-outs, etc.)
- Keeps accounting records of all financial aid given to comply with NCAA, PacWest (PCSC) and Westmont College limitations and reporting requirements.

General Tasks

- Responsible for knowing and following current NCAA and PCSC rules, policies and protocols governing Women's Swimming.
- In collaboration with the Head Coach, develop a season plan and competition schedule to submit to the AD and Compliance Coordinator for approval, with special attention to ensuring that student-athletes miss a minimal amount of class time.

- Work alongside the Head Coach to submit travel and car rental requests. Plan departure time for a safe and timely arrival.
- Must be able to drive a 10-passenger vehicle to away meets.
- Maintains accurate inventory of supplies and equipment. An inventory should be completed at the end of season and be made available upon request by A.D.
- Orders equipment and supplies following procedure via P-Card.
- Submits check requests for food and lodging, entry fees, recruiting expenses, and officials fees. Submits expense reports for all p-card expenditures with receipts.
- Assist the Head Coach with budgeting and fundraising
- Promotes the college and the Women's Swimming program in the community and with alumni.
- Partners in fundraising efforts in coordination with the office of college advancement.
- In conjunction with the Compliance Coordinator, ensures all team members are informed of specific eligibility regulations and counsels them with regard to their responsibility to maintain eligibility.
- Assist with meet management, meet entries and meet set up. Understand Colorado Timing System and equipment.
- Assists with general tasks of pool management.
- Other duties as assigned.

It is expected that Westmont's athletic teams represent the quality of the institution. The most objective measure of success is Wins and Losses. Coaches should lead their program with a strong priority of being successful in the pool without compromising the College's integrity and overall Christian mission

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Reports to: Director of Athletics and Head Women's Swimming Coach

Pay range: 12 months, exempt

\$64,480/annually