

**Arizona Christian University**  
**Position Description**

<b>Position Title and Position Grade:</b>	Head Softball Coach	<b>Date Updated:</b>	7/13/17
<b>Reports to:</b>	Jeff Rutter	<b>Department:</b>	Athletics
<b>Direct Reports (if any):</b>		<b>FSLA Status:</b>	
<b>Position Summary:</b> Leadership of the softball program, including day-to-day operations, recruitment, practice planning, scheduling, academic accountability, community service, intentional faith integration, fundraising			
<b>Prerequisite Qualifications:</b> <ul style="list-style-type: none"> <li>A. Bachelor's degree</li> <li>B. College coaching experience</li> <li>C. Recruiting experience</li> </ul>			
<b>Duties, Tasks, Responsibilities (List as many categories as necessary):</b> <ul style="list-style-type: none"> <li>A. Day-to-day operations</li> <li>B. Recruitment</li> <li>C. Practice preparation</li> <li>D. Game day preparation and scheduling</li> <li>E. Academic accountability</li> <li>F. Community service</li> <li>G. Intentional Christian faith integration</li> <li>H. Fundraising</li> </ul>			
<b>Working Conditions:</b> <ul style="list-style-type: none"> <li>A. General outdoor softball environment, including field prep work when needed</li> <li>B. Office hours to accomplish administrative tasks</li> <li>C. Meeting with student-athletes as needed</li> <li>D. Travel to games and recruitment as needed</li> </ul>			