

Job Title: Cross-Country/Track and Field Head Coach, Athletics Operations Coord.  
Job ID: 28363  
Location: College of Staten Island  
Full/Part Time: Full-Time  
Regular/Temporary: Regular

## **POSITION DETAILS**

The College of Staten Island (CSI) is a City University of New York (CUNY) senior College organized around two academic divisions and three schools, with over 10,000 students. CSI offers a broad range of academic programs in the liberal arts and sciences, and in several professional areas. The College awards associate's, bachelor's, master's and clinical doctoral degrees, and in collaboration with The CUNY Graduate Center, numerous Ph.D. degrees. CSI's internationally recognized faculty passionately engage in scholarly and artistic activities, and together with a strong professional staff, lead students through transformational learning experiences both inside and outside of the classroom. The College is situated on a 204-acre site, has recently incorporated a residential component, and is currently engaging in capital expansion. It is a hub of intellectual and artistic activity and a community partner and source of economic impact and job creation for the greater Staten Island area.

The College's faculty, administration, and staff are committed to educational excellence as they instill in students an enduring love of learning and respect for pluralism and diversity. The College community recognizes its responsibility to strive for the common good, including an informed appreciation for the interdependence of all people, as well as providing students with the opportunities for successful future careers.

Reporting to the Director of Athletics, Intramurals and Recreation, as well as the Associate Athletic Director, the Cross-Country/Track and Field Head Coach, Athletics Operations Coordinator will be responsible for the guidance of the program, which includes practices and meets during traditional and non-traditional playing seasons as well as assisting with several components of the department's operations. In addition, but limited to:

- Designs, implement, assesses and conducts all practices sessions for the Cross Country and Track and Field teams.
- Manages successfully the daily operations of the cross country, track and field team. Hires and supervises the assistant coaches.
- Recruits student-athletes within the rules and philosophy of the NCAA, ECC and College of Staten Island: Evaluates talent both athletically and academically. Emphasizes academic priorities to student-athletes.
- Performs all duties in compliance with the rules and regulations of the NCAA, the college and the ECC.
- Participates in fund-raising activities to supplement the cross country, track and field budget
- Serves as a positive and professional role model and mentor to the student community, treating all persons with dignity and respect; prevents harassment and discrimination by coaching staff and athletes and reports all breaches of ethical behavior.
- Maintains appropriate communications with students, other coaches, college staff, alumni and media
- Plans equipment purchases with consultation with the Assistant Athletic Director/Finance & Business Manager and Director of Athletics. Assists with equipment inventory.
- Assists the Assistant Athletic Director for Facilities. Assists with rentals and special events.
- Provides oversight of the outdoor track and field area which includes the turf field. Serves as the liaison for the community with regards to the new track and field facility.
- Assists with oversight of the issue room
- Assists the Director of Athletics, Intramurals and Recreation as needed

## **QUALIFICATIONS**

Bachelor's Degree and four years' related experience required.

Preferred qualifications include:

- Three years of cross country, track and field coaching experience at the collegiate level, with an emphasis on mid distance
- USTAF Certification
- CPR, AED certified
- Demonstrated ability to recruit and retain student athletes who are committed to academic and athletic excellence
- Valid Driver's License

## **CUNY TITLE OVERVIEW**

- Assists in developing and implementing varsity sport program(s)
- Recruits local and national high school and junior college players, participating in a variety of admissions events and networking with sources
- Prepares and conducts daily practice and game schedules
- Performs duties in compliance with NCAA rules and policies as well as College and University policy
- Supervises study activities for student-athletes and monitors academic progress reports
- Manages game activities such as setup and break down of facilities, greeting opposing teams and officials, and hiring staff
- Assists with planning, implementation, and evaluation of other programs and services for both varsity teams and the general student body.
- Performs related duties as assigned.

Job Title Name: Student Athletics Coach

## **CUNY TITLE**

Higher Education Assistant

## **FLSA**

Exempt

## **COMPENSATION AND BENEFITS**

\$64,649 - \$70,238

Salary commensurate with education and experience.

CUNY's benefits contribute significantly to total compensation, supporting health and wellness, financial well-being, and professional development. We offer a range of health plans, competitive retirement/pension benefits and savings plans, tuition waivers for CUNY graduate study and generous paid time off. Our staff also benefits from the extensive academic, arts, and athletic programs on our campuses and the opportunity to participate in a lively, diverse academic community in one of the greatest cities in the world.

## **HOW TO APPLY**

To apply, please visit <http://cuny.jobs/> and enter the Job ID# in the "What" section field. Candidates must attach a resume, cover letter, and three professional references (name, title, organization, and contact information) as one file.

## **CLOSING DATE**

May 13, 2024

## **JOB SEARCH CATEGORY**

CUNY Job Posting: Managerial/Professional

## **EQUAL EMPLOYMENT OPPORTUNITY**

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.