

OKLAHOMA BAPTIST UNIVERSITY

POSITION DESCRIPTION

Title: Assistant Men's Basketball Coach **Department:** ATHLETICS

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Expectations for all Employees

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees are expected to embrace these expectations and to model them in their behavior.

- *Demonstrate commitment to the essentials of the Christian faith.*
- *Commit to the mission and vision of Oklahoma Baptist University.*
- *Treat people with dignity and respect.*
- *Build relationships on honesty, integrity, and trust.*
- *Strive for excellence through teamwork, leadership, and a strong work ethic.*
- *Manage human and financial resources wisely and efficiently.*

Essential Functions:

- Coordinate the recruiting of student-athletes who have the ability and potential, athletically and academically, to achieve success at OBU. In that sense, the Coach serves as a recruiting officer of the University, attracting students to participate in the programs.
- Plan, organize, and supervise a total year-round program for the sport.
- Set forth desired goals for the program.
- Attend appropriate conferences and other professional meetings as approved by the Athletics Director.
- Plan and coordinate the best utilization of any assistant, graduate assistant, and volunteer assistant coaches assigned and assume responsibility for their actions.
- Recommend athletic scholarship awards.
- Adhere to all policies and procedures of local, state, regional, and national organizations including those of the NCAA and Great American Conference.
- Arrange for the use of facilities and vehicles through the Athletic Director.
- Keep records of uniforms, equipment, and supplies issued during the season and submit an inventory of same at the end of the school year to the Athletic Director.
- Serve the Head Coach as the Coordinator of Men's Basketball Operations:
 1. Coordinate all recruiting for the varsity basketball program by contacting potential players and arranging campus visits.
 2. Coordinate transportation and travel needs for the Varsity Basketball team.
 3. Assist the Head Coach in planning, organizing, and supervising the total year-round program for the sport. This will include pre and post season practices as well as games.
 4. In the absence of the Head Coach, be responsible for the Varsity Basketball team or a portion of the team in practice and in games.
 5. Be instruments in leading team members to attain Christian growth and high ethical and moral standards practice and in games.

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Required:

- Bachelor's degree
- Basketball coaching experience
- Computer skills
- Must be able to see and hear well enough to communicate with the basketball team in practice and in competition.
- Must be able to answer telephone and to communicate with a variety of constituents.
- Must have sufficient mobility and physical stamina to lead practices and games and to cope with significant travel.

Preferred:

- Basketball coaching experience at collegiate level.
- Master's degree in KALS or related field

Special Requirements:

- Must be an active member of an evangelical Christian church and must be sympathetic with the goals, mission and values of a Christian liberal arts institution.
- **Please apply using the link for “**Administrative Applications**” on the OBU website at:
<https://www.okbu.edu/hr/jobs.html>

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Employee Signature

Date

Supervisor Signature

Date
