

OKLAHOMA BAPTIST UNIVERSITY

POSITION DESCRIPTION

Title: Assistant Softball 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 must embrace these expectations and 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.*

Purpose: To serve as assistant coach for the softball program at Oklahoma Baptist University (OBU) within the philosophy and direction of the Head Coach as well as demonstrating a commitment to live out and advance the OBU mission statement through the sport of softball. Must comply with all NCAA, Great American Conference and institutional rules and regulations.

Essential Functions:

- Demonstrate your faith in all areas of life.
- Encourage the spiritual growth of team members and support staff.
- Exhibit a positive regard for all students, faculty, and staff.
- Develop individuals who are dedicated to the pursuit of excellence and exercise discipline in all areas of life.
- Successfully recruit students who are athletically gifted and possess high academic quality.
- Adhere to NCAA, Conference, and University regulations regarding recruiting, admissions standards, and eligibility.
- Effectively communicate the benefits of an OBU education and athlete experience to recruits and their parents.
- Monitor student-athlete academic progress and motivate them to strive towards their potential.
- Identify areas of deficiencies in athletic abilities and motivate athletes to achieve improvement.
- Analyze performance and instruct athletes in position specific strategies and techniques to prepare them for athletic competition.
- Evaluate the effectiveness of position specific coaching techniques and be committed to research and implement strategies that will increase productivity utilizing the student athletes we recruit at OBU.
- Efficiently and effectively complete administrative duties assigned by the Head Coach.
- Must possess an outstanding work ethic, very good oral and written communication skills, and have competent computer skills.

Other Duties:

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- Field maintenance. Prepare field for practices and home games.
- Handle administrative responsibilities associated with program operations.

Required Qualifications:

- Technical, tactical, and strategic knowledge of softball. Strong leadership, interpersonal, and communication skills.

Education:

Required: Bachelor's degree

Preferred: Master's degree

Experience:

Preferred: NCAA Division II coaching experience.

Required: Softball coaching experience or collegiate softball playing experience.

Equipment:

- Basic computer skills.

Physical Requirements:

- Be able to work on and maintain the softball field.

Special Requirements:

- Must be a member of a local evangelical* Christian church.
*Evangelical is a broad term referring to segment within Christianity which maintains the authority of the Bible and the belief in salvation by faith in Jesus alone.
- Please apply using the link for "Administrative Applications" on the OBU website at:
<https://www.okbu.edu/hr/jobs.html>

OBU Benefits Summary:

OBU understands that our employees are our most valuable assets when fulfilling our mission. We strive to offer an extensive array of benefits and opportunities for employees to choose from. Full-time employees benefit from the generous OBU provision of premium contributions for nationwide family-friendly Health and Dental coverages along with free life insurance that includes accidental death and dismemberment equal to an employee's base salary. OBU provides access to optional employee-paid ancillary benefits like vision, hospitalization, critical illness, accident, additional employee-paid family life insurance coverages, and education benefits at OBU and other institutions of higher education. There is generous paid time off that includes annual granted vacation time, accrued sick leave, six annual holidays, and week-long breaks for Thanksgiving and Christmas that include energy conservation days. For all employees working at least half-time, there is an employer matching opportunity for retirement investments in a 403(b)(9) plan administered by Guide Stone. There are numerous other perks and opportunities for OBU employees including FREE family membership to the OBU Recreation and Wellness Center or RAWC, Global outreach university mission trips, cafeteria discounts, and parking privileges to name a few. For more information about the current OBU employee benefits and opportunities, please contact the Human Resources staff at HR@okbu.edu.