

UNIVERSITY OF DALLAS

Job Number: 12275UD

Head Men's and Women's Tennis Coach

Date Posted: May 12, 2022

WHO WE ARE

The University of Dallas (UD) is a Catholic liberal arts university known for its excellence in academics. We have consistently ranked as one of the top regional universities in the country, holding a place on both U.S. News & World Report's list of the Best Regional Universities (West) and Forbes' Best Value Colleges. We are dedicated to and guided by our [Mission](#) and thrive on professional development, a family-oriented environment, our rich traditions and exceptional employee benefits.

JOB DESCRIPTION

UD is currently seeking a Head Men's and Women's Tennis Coach responsible for the overall operation and conduct of the program. This individual will provide instruction and guidance to student-athletes, demonstrating techniques of the sport in order to prepare them for athletic competition. Analyze student-athlete performance to determine the need for individual or team improvement. Schedule and oversee practice sessions and competitive events. Recruit student-athletes that will represent the University in a manner that will reflect favorably upon the University and the athletics department.

PRIMARY RESPONSIBILITIES

- Organize, prepare, and conduct individual and team practice sessions to train and prepare for competition and instruct student-athletes in techniques of the sport.
- Provide direction, motivation, and advice to prepare student-athletes for competitive events; adjust coaching techniques based on student-athlete needs.
- Apply best practices in athletic conditioning and team training safety.
- Promote and facilitate student-athlete academic success through a commitment to class attendance, academic achievement, and graduation.
- Establish team and individual student-athlete goals.
- Ensure player injuries/illnesses are attended to; follow-up with student-athlete and/or athletic trainer as needed.
- Establish and enforce rules and regulations concerning student-athlete conduct, appearance, punctuality, and other areas deemed appropriate.
- Determine competitive event schedule, coordinating with teams as needed.
- Execute expenditures in accordance with department/university procedures and not exceeding NCAA Division III average; oversee the purchase of uniforms and equipment.
- Arrange transportation to competitive event sites following university procedures.

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- Coordinate recruitment of student-athletes with Undergraduate Admissions in accordance with NCAA rules and regulations through scouting, attending tournaments, and home visits, to ensure the team meets or exceeds NCAA average size.
- Submit required information to the compliance officer.
- Remain accessible to media and make appearances to promote and/or market program; participate in fundraising activities.
- Maintain continual and thorough familiarity with applicable NCAA, Conference, and University rules and regulations, ensuring that program, staff, and student athletes operate within these rules.

MINIMUM REQUIREMENTS

- Bachelor's degree and experience as a player and/or coach in the sport required.
- Proficiency in Microsoft Office suite (e.g., Word, Excel).
- Proficiency in Front Rush.
- Familiarity with NCAA Sports Medicine Handbook.

PREFERRED QUALIFICATIONS

- Five to seven years of experience directly related to the duties and responsibilities of the position preferred.

ADDITIONAL INFORMATION

- May provide general instruction to student workers.
- Must maintain current CPR, AED, and First Aid certifications.
- Must participate in Southern Collegiate Athletic Conference groups for the sport.

BENEFITS

UD provides competitive pay and benefits, including eligibility to participate in medical, dental, life and disability insurance; employee events; a health and wellness program; a free fitness center; competitive leave programs; tuition benefits for employees and their families; and matching retirement plan contributions.

If this sounds like the job for you, apply online at: <https://hr.udallas.edu/apply/>

The University of Dallas seeks to recruit, develop, and retain faculty, staff and administration of the highest caliber.

The University is an Equal Opportunity Employer, and encourages applications from female and minority candidates and others who will enhance our community and advance our Mission.