



HUMAN RESOURCES

GREAT JOBS, GREAT LIVES™

HEAD COACH, BOWLING (PART-TIME)

POSITION REFERENCE NUMBER: 10854-117

GENERAL FUNCTION

Responsible for the management and administration of the Men's Club Bowling Team. This is a part-time position not eligible for University benefits. Work hours are limited to 950 per calendar year and less than 29 hours per week on a regular basis.

RESPONSIBILITIES

1. Condition and train the men's bowling team.
2. Scout and recruit prospective players for the University.
3. Travel with team to matches and tournaments.
4. Promote the bowling team activities to the community and student body.
5. Maintain team funds within the operating budget.
6. Develop regular reports on the status of the team and its activities.
7. Develop and maintain a schedule for games and practices.
8. Day-to-day administrative duties.
9. On occasion may need to drive on behalf of the University.
10. Other duties assigned by the Director of Campus Recreation.

MINIMUM QUALIFICATIONS

1. High school diploma required.
2. One to two years of high school or collegiate coaching experience preferred.
3. Collegiate bowling experience preferred.
4. Valid driver's license.
5. Must have strong communication, leadership and organizational skills.

OTHER INFORMATION

Exemption Status: **Non-Exempt**

Post Date: **July 21, 2017**

HOW TO APPLY

Submit a letter of interest and an attached resume to jobs@rmu.edu. To ensure proper processing, applicants must use the following subject line format:

First Name Last Name – Position Reference Number

Example: Bob Morris - 123456

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