Position Title: Head Coach, Cheerleading
Supervisor: Associate Director of Athletics
Classification: Non-exempt, part-time

The Head Cheerleading Coach, under the supervision of the Associate Athletic Director, is fully responsible for the planning and management of the cheerleading program. In assuming responsibility for the sport, it is expected that the scope of the task is compatible with the time commitment allotted. The athletic administration will work closely to provide the administrative support necessary to assist part-time head coaches.

Characteristic Duties & Responsibilities:
A. Plan and manage a cheerleading program for a competitive NCAA Division III institution in accordance with college, NCAA and Centennial Conference policies.
B. Provide competent coaching, along with the necessary counsel and direction, which will ensure that student-athletes have the opportunity to realize their potential as athletes, students and members of the general college community.
C. Create, as much as possible, positive support for the sport within both the campus community and its outside constituencies including alumni, parents and friends of Muhlenberg College.
D. Recruit qualified student-athletes.
E. Engage and supervise staff, when applicable.
F. Support, as practical, fundraising efforts of the Cardinal and Grey Society.

Qualifications:
1. Bachelor’s degree and related professional experience required.
2. Strong communication skills.
3. Strong planning and organizational skills.
4. Ability to work with a variety of people.
5. Flexibility of time necessary to make commitment to varying time needs of the position.

August 2009