

**TITLE:** Assistant Coach Women's and Men's National Sitting Team  
**REPORTING TO:** High Performance Director Sitting Programs and National Sitting Teams  
Head Coach

## JOB DESCRIPTION

Assist with directing the Men's and Women's National Sitting Team programs

- a) Assist with training, evaluating and selecting athletes into the Men's and Women's National Team program and pipeline
  - Assist with implementation and overseeing of training and evaluation programs for athletes.
  - Assist with enforcing program and player policies.
  - Support the head coaches in reaching objectives and markers.
  - Provide reports & information to be used for final determinations of athletes to represent the United States in National Team events.
  - Provide support for Paralympic selection procedures.
- b) Participate in the strategic planning process for sitting programs.
- c) Assist with the coordination of all Men's and Women's National Team competitions.
  - Assist head coaches with planning and developing an annual competitive schedule for the National Teams.
  - Assist head coaches with managing all aspects of involvement in competitive matches.
  - Assist with developing, implementing, and overseeing opponent scouting program.
- d) Consult with Head Coaches on elite player selection and oversee player development.
  - Consult on elite player evaluation and tracking system.
  - Oversee A2 camps and other development programs.
- e) Assist with general team management responsibilities.
  - Support personal and media appearance requirements.
  - Submit necessary reports to men's and women's head coaches for necessary releases, web site updates and stories, news and magazine articles, and media publications.
  - Provide input and recommendations regarding office, gymnasium, media and other operational needs.
  - Consult on the execution of an evaluation/tracking program for high performance athletes.
  - Facilitate the maintenance of records on teams (competitive results, individual statistics, photo and biographical materials, alumni list etc.).
  - Assist the head coaches and HP Sitting Program Director in any management matters upon request.

### **TOOLS/EQUIPMENT:**

- Standard office equipment
- Volleyball training and sport science equipment

### **CONDITIONS:**

- Office environment in multi-story building on multi-building site.
- Sport training and competition venues.
- Hotels, dormitories and other camp and competition environments.
- Provision of assistance and accommodation to athletes with a range of physical disabilities.
- Significant national and international travel.

### **MINIMUM QUALIFICATIONS:**

**USA Volleyball**  
**Assistant Coach, USA Sitting National Team**

- Bachelor degree required - Sports Administration, Coaching, Physiology, Exercise Science, Education or related field preferred;
- Minimum three (3) years coaching at the elite junior, collegiate, national or international level; or the equivalent in competition and sport management. Previous work with Paralympic programs desirable.
- Minimum of CAP I certification and willingness to pursue additional levels.
- Proven ability to promote sport performance; experience with DataVolley software desirable.
- Demonstrated leadership of athletes and support staff
- Exceptional organizational skills and attention to detail
- Excellent written and oral communication skills
- Strong customer service skills

Please send resumes, with three references we may contact (reference letters not necessary) to one of the following:

- Email: [bill.hamiter@usav.org](mailto:bill.hamiter@usav.org)
- Fax: (405) 974-3808

Bill Hamiter, High Performance Director  
National Sitting Teams  
100 N. University, Box 99  
Edmond, OK 73034

Deadline for resume submission: Positions will be filled as needed and trained on a continual basis

Salary range: Volunteer