



Associate Head Coach – Men's & Women's Squash

The Associate Squash Coach is responsible for performing various duties and responsibilities, including, but not limited to, coaching, instructing, recruiting, counseling, monitoring student-athlete academic performance, designing training sessions, collaborating on game plans and strategies, adhering to compliance requirements, and other sport program administrative functions for Bates College's NCAA Division III intercollegiate Squash program. This is a professional associate coaching position and all of the duties of the position must be conducted in adherence with the policies, rules, and regulations of affiliated national, regional, and state intercollegiate athletic associations, the NESCAC Conference and the College.

Job Duties:

- Adheres to and enforces all policies and procedures of the Department of Athletics & Physical Education and the College as well as the rules and regulations of the NESCAC, CSA, the NCAA and other authorities that may legitimately influence the intercollegiate athletics program.
- Completes all required departmental and institutional training and certification programs and participates actively in available professional development opportunities.
- Assists in the recruitment of student-athletes as directed by the head coach. Ensures full compliance with NESCAC, CSA, and NCAA guidelines in all aspects of the recruiting process.
- Provides leadership and instruction in the personal and athletic development of student-athletes, including counseling team members in academic, disciplinary and personal matters.
- Serves as head coach pro tem in absence of the head coach
- Assists the head coach in monitoring the eligibility status and academic progress of student-athletes.
- Provides support in carefully tracking expenditures for all team accounts to ensure fiscal responsibility.
- Works with the head coach and equipment manager to initiate and coordinate the selection, purchase, fitting and maintenance of team equipment; to include uniforms, athletic equipment and supplies.
- Assists the head coach in developing and implementing strategies for motivating student-athletes to perform at maximum levels as both individuals and a team.
- Arranges team travel transportation arrangements through Assistant AD for Student-Athlete Services and Internal Operations and team lodging arrangements through the Business Manager.
- Assists with approved fund-raising activities as requested and coordinates all such efforts through the Director of Athletics and Office of College Advancement

- Compiles data and reports in a timely fashion when requested by the head coach or any senior level administrator.
- Ensures the safety of student-athletes and coaching staff through careful monitoring of the condition of athletic equipment and facilities utilized by the designated sport.
- Confirms that sport camps and clinics related to the sport program adhere to NCAA and institutional rules and regulations.
- Serve as a caring, empathetic, and engaged advisor and mentor to students athletes, having a knowledge of campus resources to refer student athletes when necessary
- Performs all other duties as assigned by the head coach, Director of Athletics or any other senior level administrator.

Facility Management:

- Create and implement facility and event policies and procedures.
- Collaborate in the development and implementation of the safety and risk management procedures including CPR training, emergency action plans, and staff training.
- Assist with the management, operations and scheduling of camps, clinics, and rentals; oversee revenue generation and manage billing, contracts, and reports.
- Upkeep of all facility equipment and technology
- Oversee and staff building operations related to facility access for student, staff, and alumni

For more information and to apply, please follow [this link](#).

Equal Employment Opportunity Statement:

Bates College is committed to the principle of equal opportunity and providing an educational and work environment free from discrimination. The college prohibits discrimination on the basis of race, color, national or ethnic origin, religion, sex, sexual orientation, gender identity or gender expression, age, disability, genetic information or veteran status and other legally protected statuses in the recruitment and admission of its students, in the administration of its education policies and programs, or in the recruitment of its faculty and staff. Bates College adheres to all applicable state and federal equal opportunity laws and regulations. All college faculty, staff, students, contractors, visitors, and volunteers are responsible for understanding and complying with the Non-Discrimination Policy.

Inquiries concerning the college's policies, compliance with applicable laws, statutes, and regulations (such as Title VII, Title IX, and ADA/Section 504), and complaints may be directed to Gwen Lexow, Title IX Officer, 207-786-6445 or via email at glexow@bates.edu.

About Bates:

Bates is internationally recognized as a leading liberal arts college, attracting 2,000 students from across the U.S. and around the world.

Since 1855, Bates has been dedicated to educating the whole person through creative and rigorous scholarship in a collaborative residential community. Committed to opportunity and excellence, Bates has always admitted students without regard to gender, race, religion, or national origin.

Cultivating intellectual discovery and informed civic action, Bates prepares leaders sustained by a love of learning and zeal for responsible stewardship of the wider world. Bates engages the forces — intellectual trends, demographic changes, and technology — that are transforming higher education and the world into which our students graduate.

Bates has highly competitive admissions, graduates over 90 percent of its entering students, and more than half of its alumni earn graduate degrees. Bates employs 200 faculty members and 550 staff.

The college is proud of deep roots in the Lewiston/Auburn community, Maine's second-largest urban area with a population of approximately 65,000. Bates is located on a beautiful, 133-acre, traditional New England campus in Lewiston, an emerging city with an entrepreneurial climate, a lively arts scene, and a dynamic business community. Bates is 35 miles north of Portland, 140 miles north of Boston, and 350 miles north of New York City.