Position Open Notice

Assistant Coach-Pitching/Field Maintenance; Baseball

Part-time

Thatcher, Arizona

College and Area Information:
Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

Position Summary and Organizational Relationship:
The Assistant Coach/Field Maintenance: Baseball position will mentor young student-athletes, preparing them to excel at the 4-year college level, both academically and athletically. The Assistant Coach/Field Maintenance: Baseball will report directly to the Head Softball Coach who reports directly to the Director of Athletics The role will coordinate pitching in practices/games and will assist with field maintenance. This is an important role that requires good organizational skills and the ability to engage well with student athletes. This is a part-time position generally consisting of no more than 19.5 hours per week as scheduled by the supervisor

Required Qualifications:
Required qualifications to effectively perform job. An equivalent combination of education, training, and experience will be considered.

- High school diploma or GED equivalent
- College/HS Pitching experience
- Some groundskeeping or related experience is preferred.
- Must maintain a valid, current driver's license and able to safely operate pick-up trucks or other motorized vehicles.
- Must be at least 18 years of age or older.

Preferred Qualifications:

- Experience playing baseball in college, and three to five years of experience in collegiate coaching.
- Successful experience recruiting collegiate student athletes.
- Ability to use and maintain commonly used groundskeeping equipment.
- A clear understanding of and commitment to the community college philosophy and mission of Eastern Arizona College.
- CPR certification

Essential Functions:

- Provide pitching training appropriate for the baseball program.
- Provide assistance and information to students and colleagues as required.
- Assist in directing the recruitment, eligibility, conditioning, training, practice, game play and behavioral conduct of the athletes in this program.
- Ensure compliance with all regulations, rules, procedures, and policies as established by the ACCAC, NJCAA, and Graham County Community College District.
- Assist in the preparation of the field game day and practices
- Maintaining inventories of field maintenance and preparation supplies.
- Operate and maintain a variety of groundskeeping equipment, including irrigation systems
- Safely perform all maintenance duties as required and maintain a safe environment for others.
- Cut grass and weeds, trim hedges, edge walkways and driveways.
- Water lawns and irrigate fields.
- Assist in events/camps that promote the college and help to attract prospective students.

- Travel to fulfill job responsibilities.
- Perform other duties as assigned.

Knowledge, Skills and Abilities:
May be representative, but not all-inclusive, of those knowledge, skills, and abilities commonly associated with the job.

- Ability to effectively organize and prioritize work as well as concentrate on multiple tasks simultaneously.
- Organized thinker with exceptional attention to detail.
- Excellent communication skills, both verbally and in writing.
- Ability to engage well with students and potential students and build relationships with high school coaches.
- The ability to develop and promote the ideas of sportsmanship, ethics, leadership, and excellence in effort - both on and off the field - in student athletes.

Physical Abilities:
Activities commonly associated with the performance of the functions of this job. The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

- Required to use close vision and be able to focus.
- Regularly required to talk and hear; frequently required to sit, stand, and bend at the knee and waist, and walk.
- Must be able to have repetitive wrist, hand and/or finger movement.
- Must have finger dexterity and hand-eye coordination.
- Occasionally required to reach and grasp items, and to stoop, kneel, crouch, and crawl.
- Occasionally required to lift or move items of over 50 pounds.
- Regular attendance is a necessary and essential function.

Working Environment:
Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Generally, works outdoors in a sporting environment or indoors in an office.
- May be exposed to extreme temperatures or inclement weather conditions.
- Exposed to loud noise levels.
- Exposed to dust, oils, chemicals, and fumes, and may occasionally be required to wear a respirator.
- Occasionally exposed to hazardous driving conditions, vibration, moving mechanical parts, and the risk of electric shock.
- May occasionally be exposed to bodily fluids and potentially hazardous chemicals or agents.

Application Information:
Applicants should send a resume, a cover letter addressing each of the required qualifications and describing experience related to the position responsibilities and a signed copy of the EAC application form, available on EAC's website (EAC Application Form). Application materials can be emailed to careers@eac.edu or mailed to the address listed below:

Eastern Arizona College
Human Resources – SS 209
615 N. Stadium Avenue
Thatcher, AZ 85552-0769

The submission of all required application materials for the screening committee's review is the responsibility of the applicant. Applicants must be prepared to interview at their own expense.

Closing Date:
The position is open until filled. Review of applications will begin immediately and continue until the successful candidate is identified.

Compensation and Position Availability:
The total compensation for the contract period is **$9,500, paid in equal installments over the contract term**. The anticipated position start date is as soon as practical once the successful candidate is identified.

Questions:

Human Resources Department
Voice: (928) 428-8915
FAX: (928) 428-2580
E-mail: Careers@eac.edu

EASTERN ARIZONA COLLEGE IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities.

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code § 1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report can be found at https://eac.edu/student-life/campus-safety.php. A paper copy of the report will be provided upon request at EAC's District Office, located at 615 N. Stadium Avenue, Thatcher, AZ.

A daily crime log listing all criminal and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at the EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ.

A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office, located at 900 N. College Avenue, Thatcher, AZ.