



JOB DESCRIPTION- HEAD MEN'S AND WOMEN'S WRESTLING COACH

General Description/Primary Purpose:

Serve as the Head Coach of the inaugural Men's and Women's Wrestling program set to begin competition during the 2025-2026 academic year. Manage all aspects of intercollegiate athletics programs to include but not limited to - recruitment of student-athletes, practice coordination, fundraising, conditioning of athletes, supervision of athletes, general facility maintenance, program budget, scholarshiping, team travel logistics, meal management, mental health awareness and the overall leadership of student-athletes with focus on retention and moving student-athletes from Murray State College onto four year Wrestling programs.

Classification: Coach- Full-Time, Exempt

Salary: Commensurate with qualifications, education and experience, plus fringe benefits.

Appointment: 10 month appointment

Overview:

Murray State College is a small, open-door community college that provides personal growth and professional success opportunities to students of all educational backgrounds. Employees at MSC will flourish in a family-like environment that offers collegiate support and opportunities for advancement.

Located in the heart of the Chickasaw Nation, MSC's service area comprises small towns with low cost of living and numerous natural attractions which offer fishing, hiking, and camping. Conveniently located within a two-hour drive of Dallas and Oklahoma City, MSC offers the best of both worlds: small-town life with access to big city offerings.

Essential Functions:

1. Direct all phases of the Men's and Women's Wrestling program including but not limited to: recruiting, scheduling, fundraising, and leading all phases of an intercollegiate athletic program.
2. Train, supervise and evaluate part-time and volunteer assistant coaches.
3. Organize and implement successful recruiting plan to yield an appropriate number and quality of student-athletes for both program; conduct recruiting efforts including managing communication flow (printed, Telephone and Digital), participate in Murray State College recruiting events and coordinate interviews on campus, in high schools, and at homes or other locations with student-athletes, parents, and high school/club coaches.
4. Responsible for supervising the physical conditioning and development of injury prevention techniques, preseason preparation of student-athletes, and post-season planning of student-athletes' physical fitness plans.
5. Establish and attain competition goals, including the scheduling of appropriately competitive teams.

6. Demonstrate awareness of and sensitivity to cultural diversity as it impacts practices and show a willingness to work effectively in a culturally diverse workplace and not discriminate on the basis of race, color, national origin, sex, sexual orientation, genetic information, age, religion, disability, political beliefs, or status as a veteran.
7. Support the mission of the college.
8. Promote and maintain a positive attitude of service toward students, coworkers, and others.
9. Participate in community service activities and programs.
10. Assist in recommending purchases and maintaining an accurate inventory of all equipment and supplies.
11. Actively support clubs and extracurricular activities.
12. Serve on and contribute to campus-wide committees.
13. Support the President's Scholars Program.
14. Perform other duties as assigned by the Director of Athletics
15. To meet objectives of virtual-work related situations and/or extended periods when working from home, all faculty and staff must have access to 24/7 reliable off-campus Internet.
16. Maintain NIMS training as required, including the IS-700.a and IS-100.HE tests

Additional Duties:

1. Assist, build and grow fundraising initiatives to showcase and build the Wrestling program in the community.
2. Perform additional departmental administrative duties as needed, including occasional event management.
3. Demonstrate community involvement with active leadership as a positive role model including participation in a team-based community service project and encouragement of student-athlete participation in mentoring or other service programs.

Required Knowledge, Skills, and Abilities:

Individuals must possess these kinds of knowledge, skills, and abilities or be able to explain and demonstrate that the individual can perform the essential functions of the job, with or without reasonable accommodation, using some other combination of skills and abilities.

- Demonstrate experience of or training in working effectively in a culturally diverse workplace and/or serving clientele from a variety of racial and cultural backgrounds.
- Demonstrate a deep understanding of germane subject matter that goes well beyond the introductory textbook level.
- Experience and/or training in the use of state-of-the-art technology in the delivery of instruction, including but not limited to full-motion interactive television, the Internet, and telecourses.
- Develop critical thinking exercises, and well-organized lectures that teach students the importance of maintaining health throughout their lifetime and how to correct health-related problems in their lives.
- Exhibit ability to coach Wrestling while at the same time showing concern for the student's educational opportunity.
- Operate a computer and utilize other instructional equipment necessary to support teaching and

campus-wide activities.

- Communicate clearly and effectively to students in large classrooms.
- Drive college-owned vehicles; possess or have the ability to obtain a valid Oklahoma Commercial Driver's License.

Other Ergonomic Requirements:

Performance of job functions related to coaching and teaching requires some amount of stooping, reaching to high shelves, lifting, walking, and carrying of supplies and light equipment. All individuals are required to be able to perform these movements without a significant risk of injury to themselves or others, or to otherwise demonstrate or explain how they can perform the essential functions of the job.

Hours:

Monday- Thursday, 8:00 a.m. to 5:00 p.m. and Friday, 8:00 a.m.- 12 noon (37.5 hour work week), however, some Wrestling meets are scheduled for the evening. Other professional activities can be scheduled in accordance with college policy and in cooperation with the supervisor.

Qualification Standards:

1. **Minimum Educational Qualification:** Bachelor's Degree in related field, Master's Degree is preferred.
2. **Minimum Experience:** Demonstrated competence in coaching previous experience on the college level or by having a successful high school tenure/or by demonstrating a knowledge of the game through college varsity participation.
3. **Preferred Experience:** At least two years of verified successful coaching experience in Men's and/or Women's Wrestling at the collegiate level.
4. **Professionalism:** All employees at MSC are expected to demonstrate dedication to their work field and to show professional competence, integrity, and enthusiasm in the performance of all responsibilities.
5. **Image:** Murray State College employees are expected to maintain a neat, well-groomed, and professional image at all times while performing their responsibilities.
6. **Background Check:** The successful candidate must give permission to have a formal background check conducted and employment is contingent upon the results of the national criminal and sex offender background check

Application Process:

1. Letter of application
2. Resume
3. Unofficial college transcript(s). NOTE: Official transcript(s) required upon employment.
4. Complete MSC employment application
5. Submit a Background Check Consent Form

Submit Application to:

Human Resource Office
Murray State College
One Murray Campus, Suite AD 104
Tishomingo, Oklahoma 73460
MSCemployment@mscok.edu

Application Deadline:

The position will be filled when an acceptable candidate is identified.

MSC participates in E-Verify.

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