



Savannah State University Position Description – Residence Director / Assistant Football Coach

POSITION DESCRIPTION

Position Title: Residence Director/Assistant Football Coach FLSA Status: Exempt
Reports to: Vice President of Student Affairs
Department: Residential Services and Athletic Department
Date Prepared: June 2003

BASIC FUNCTION

This position is responsible for creating a comfortable home environment for students and to make students' transition to college life easier. This includes counseling, disciplinary action; insuring safety of the students; helping with academic, social and personal issues.

The Defensive Coordinator Coach is responsible for the defensive strategies and performance of the defensive team. During off-season this includes weight and conditioning programs.

NATURE & SCOPE

Reporting to both the Vice President of Student Affairs and the Head Football Coach, this position has a dual role. The incumbent is accountable for the health and welfare of 180 student residents in the assigned campus housing building. In this role, the position is charged with creating a home environment for students that are away from home. It requires assisting the hall association, and implementing the University's residential Living Policies & Procedures.

Reporting to the Head Football Coach, this position serves as the Defensive Coordinator, with complete responsibility for the team's defensive performance. This includes, preparing the game plan, developing strategy, making adjustments during the game to put SSU in the best position to win the game.

In the off-season this position is heavily involved in the conditioning and strength program.

PRINCIPAL ACCOUNTABILITIES

- As a live-in professional staff member, supervises the building.
- Selects, trains and works with staff members.
- Handles administrative matters, including maintenance requests, counseling and disciplinary situations in the residence hall.
- Assists in advising the hall association and coordinates all educational, social and recreation programs for the hall.
- Implements University and residential Living Policies & Procedures.
- Assists the Director of the Center for Residential Services and Programs in the development of residential living programs.
- Defensive Coordinator is responsible for the defensive side of the football team.
- Coordinates the defensive staff and players on practice plan and game strategies.
- Puts together playbooks and scout reports.
- Off-season puts together programs of improvement of speed, quickness and strength of our football program.

SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED

This position requires a four-year college degree.