

Assistant Baseball Coach

Reports To: Head Baseball Coach / Athletic Director

Position Summary

The Assistant Baseball Coach is responsible for assisting the Head Coach in all aspects of the baseball program. This includes recruiting qualified student athletes, organizing and conducting practices, game management, fundraising, community engagement, and monitoring the academic success of student athletes.

Crucially, the Assistant Coach must ensure strict adherence to all conference regulations, conference rules, and college policies.

Essential Duties & Responsibilities

1. Coaching & Player Development

- Assist in the planning, organization, and execution of daily practice sessions.
- Provide specialized instruction in specific areas of the game (e.g., pitching, hitting, infield/outfield play, baserunning) as assigned by the Head Coach.
- Assist with in-game strategy, including defensive positioning, offensive signs, and personnel decisions.
- Conduct individual or small group skill-development sessions outside of team practice (within regulatory hour limitations).
- Analyze game films and statistics to scout opponents and provide feedback to players.

2. Recruitment

- Identify, evaluate, and recruit prospective student athletes who are academically and athletically qualified for the college.
- Attend high school games, tournaments, and showcases to scout talent.
- Manage communication with prospective student-athletes, parents, and high school coaches via phone, email, and campus visits.
- Assist in organizing and hosting official and unofficial campus visits.
- Maintain a database of recruits and track recruitment progress.

3. Academic Monitoring & Student Welfare

- Monitor the academic progress of student athletes to ensure eligibility and progress toward graduation.
- Supervise study halls and coordinate with the academic support center for at-risk students.
- Serve as a mentor to student athletes regarding personal conduct, time management, and life skills.
- Foster an inclusive and positive team culture that supports mental health and well-being.

4. Administrative & Operational Support

- Assist with team travel logistics, including transportation, hotels, and meals.
- Help coordinate fundraising initiatives, alumni events, and community service projects.
- Assist with field maintenance and equipment inventory management.
- Plan and execute youth camps and clinics to generate revenue and build community relationships.
- **Compliance:** Maintain current knowledge of and abide by all applicable conference rules regarding recruiting, eligibility, and practice hours.

Qualifications

Required:

- **Education:** Bachelor's degree from an accredited institution.
- **Experience:** Previous coaching experience at the high school, club, or collegiate level, or significant competitive playing experience at the collegiate level.
- **Knowledge:** Strong understanding of baseball fundamentals, strategy, and training techniques.
- **Compliance:** Ability to learn and adhere to complex athletic association rules.
- **License:** Valid Driver's License and clean driving record.

Preferred:

- Master's degree in Sports Management, Kinesiology, or related field.
- Experience specifically with [Pitching Coach/Hitting Coach/Recruiting Coordinator] duties.
- Experience with recruiting software (e.g., Front Rush, ARMS).
- Certification in First Aid/CPR/AED.

Competencies

- **Communication:** Excellent verbal and written communication skills to interact effectively with players, parents, administration, and alumni.
- **Leadership:** Ability to motivate and inspire student-athletes to achieve their potential.
- **Organization:** Strong time-management skills to balance coaching, recruiting, and administrative tasks.
- **Work Ethic:** Willingness to work irregular hours, including evenings, weekends, and holidays, and travel frequently.

Physical Demands

- Ability to stand for extended periods during practices and games.
- Ability to throw batting practice, hit fungoes, and demonstrate athletic movements.
- Ability to lift and carry equipment (up to 50 lbs), such as ball buckets, screens, and gear bags.
- Exposure to outdoor weather conditions (heat, cold, rain).