

CALIFORNIA STATE UNIVERSITY, FRESNO
Position Description Form

Employee Name: _____	Fresno State ID # _____
Classification: <u>2382 – Coaching Assistant</u>	Working Title: <u>Assistant Water Polo Coach</u>
Prepared By (MPP/Chair): <u>Head Water Polo Coach</u>	Department: <u>Athletics Department</u>
Bargaining Unit: <u>R03</u>	FLSA Status: <u>Non-Exempt</u> Date Prepared: <u>11/2024</u>

POSITION DESCRIPTION

Overview:

Reporting to the Head Water Polo Coach, the Assistant Water Polo Coach will be responsible for assisting in the administration of a Division I water polo program. Duties include: helping ensure the health, well- being and academic success of the student-athletes while assisting in developing the competitive nature of the water polo program. The position will assist in maintaining the sport budget; scheduling and organizing practice and competitions; ensuring that the program is operating in compliance with the NCAA, conference and university rules; developing and enforcing written team rules and expectations; recruiting quality student-athletes that are intent on graduating from the institution; assisting in the monitoring and maintenance of academic progress and eligibility of team members; supporting the philosophy, policies and procedures of the Department of Athletics; and to promoting intercollegiate athletics as an integral part of the university.

In addition, assist the Head Water Polo Coach in all aspects of the job including workouts in the pool and the weight room and day to day running of the program.

Major duties of the job include:

- Teach and develop sport specific skills, primarily goalkeeping, and utilize coaching strategies as determined by the Head Coach that enhance the athletic performance of student-athletes in practice and competition.
- Perform administrative duties including but not limited to scheduling, recruiting management, management of team travel, compliance liaison for recruiting, communication with Sports Information Director, and daily operations.
- Manage Sportcode/Hudl video software
- Assist in developing game plans and evaluating upcoming opponents through the use of film and scouting reports.
- Support the conditioning and training of student-athletes in conjunction with the strength/weight staff, the athletic training staff, and team physicians.
- Emphasize academic success and retention to enhance graduation rates and the academic progress rate (APR). Monitor academic progress and eligibility status of student athletic team members, in cooperation with Academic Support Services
- Identify and evaluate student-athletes in compliance with the institution's recruitment policy and head coach's philosophy.
- Ensure that the program is operated in compliance with NCAA, Conference, and University rules.
- Perform all duties of a Division I Assistant Water Polo Coach with integrity and professionalism, on and off the field.
- Support the head coach with team performance and promote the water polo program by partnering with alumni relations and Booster Club.
- Support the department's commitment to gender equity and ethnic diversity
- Support the department's commitments to rules compliance and academic integrity.

Supervisory Responsibility:

Who Supervises this Position:	Head Water Polo Coach
Who is Responsible for completing the Performance Appraisal:	Head Water Polo Coach
What other classifications does this position supervise:	N/A

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Minimum Requirements: Knowledge, Skills, and Abilities:

- Thorough knowledge of NCAA rules and regulations and a history of rules compliance.
- Coaching philosophy and teaching concepts compatible with the Head Coach and Athletic Department's vision
- Demonstrated ability to develop and maintain positive and professional relationships with student-athletes, administrators, support staff and community groups.
- Strong interpersonal skills and collaborative coaching philosophy
- Demonstrated ability to work effectively with individuals from diverse ethnic, cultural and socioeconomic backgrounds and project a professional approach and attitude.
- Ability to travel extensively during recruiting process
- Ability to support the gender and diversity goals of the university and project a professional attitude.

Education and Experience:

- Bachelor's degree from an accredited four-year institution
- Minimum of one year experience competing and/or coaching at the NCAA Division I level, Olympic Development Program, or high-level club.

Preferred Skills:

- Master's Degree
- Experience with travel planning.
- Experience recruiting student athletes at the Division I level
- Knowledge of Division I recruiting rules
- Goalkeeper Coach experience/proficiency
- Two years of water polo coaching experience at the collegiate NCAA Division I level or high level club or National Team coaching experience may be substituted.
- Proven track record of recruitment and retention of high-quality, successful student-athletes.
- Experience/proficiency in the use of Microsoft Office and Hudl/Sportscode software
- Camp management experience

SPECIAL CONDITIONS OF EMPLOYMENT AND POSITION DESIGNATIONS:

The person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in [CSU Executive Order 1083](#) as a condition of employment.

This position will have a duty to report to the Campus Title IX Officer information pertaining to victims of sex discrimination, sexual harassment, sexual misconduct, dating/domestic violence, and stalking as required by [CSU Executive Order 1095](#).

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Position Description Form

Employee Name: _____ Position: Assistant Water Polo Coach
 Department: Athletics Department Date Prepared: May 2024

WORKING ENVIRONMENT

Check the appropriate box which most accurately describes the extent of the specific activity performed by the employee on a daily basis. If the activity is performed less than one (1) hour each day, check the N/A box.

PHYSICAL EFFORT

	Number of hours/day						Number of hours/day				
	N/A	1-2	3-4	5-6	7+		N/A	1-2	3-4	5-6	7+
1. Sitting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	12. Lifting or carrying	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Standing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A. 10 lbs. or less	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Walking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B. 11 to 25 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Bending Over	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	C. 26 to 50 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Crawling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	D. 51 to 75 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	E. 76 to 100 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Reaching overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	F. Over 100 lbs.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Crouching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. Repetitive use of hands/arms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Kneeling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	14. Repetitive use of legs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Balancing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	15. Eye/hand coordination	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Pushing or pulling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
						Yes	No				
16. Driving cars, trucks, forklifts and other equipment						<input checked="" type="checkbox"/>	<input type="checkbox"/>				
17. Being around scientific equipment and machinery						<input checked="" type="checkbox"/>	<input type="checkbox"/>				
18. Walking on uneven ground						<input type="checkbox"/>	<input checked="" type="checkbox"/>				

MENTAL EFFORT

	Number of hours/day				
	N/A	1-2	3-4	5-6	7+
1. Directing Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Writing	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Using math/calculations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Talking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Working at various tempos	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Concentrating amid distractions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Remembering names	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Remembering details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Making decisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Working rapidly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Examining/observing details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Discriminating colors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ENVIRONMENTAL FACTORS

	Number of hours/day				
	N/A	1-2	3-4	5-6	7+
1. Inside	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Outside	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Humid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. High places	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Hot	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Cold	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Dry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Wet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Change of temp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Dirty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Dusty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Odors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Noisy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Working With others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Working around others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17. Working alone	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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