The University of Iowa
Department of Intercollegiate Athletics

ANNOUNCEMENT OF POSITION VACANCY
Assistant Women’s Golf Coach

The University of Iowa Athletics Department seeks applications from self-motivated, results-oriented individuals with the knowledge, ability and interpersonal skills required to serve as Assistant Women’s Golf Coach – a full-time position, salary commensurate with qualifications and experience, including full University benefits. The University of Iowa is an NCAA Division I institution and a member of the Big Ten Conference. The Department of Athletics manages 21 varsity sports programs and related events with a workforce of approximately 200 regular employees and 300 temporary employees. Athletics is a people-centric organization that operates under a “Win. Graduate. Do It Right.” philosophy. For more information regarding Athletics, please click here.

Responsibilities: Assist the Head Coach in the administration, management and coaching of a Division I women’s golf program. This includes but is not limited to, assisting with operations management (e.g. budget, camps, public relations, fund raising, travel arrangements), recruiting (domestic and international), compliance administration, conducting individual and team practice, and other duties as assigned by the Head Coach. This position requires frequent travel, work in the evenings, on weekends and holidays.

Benefits Highlights: Excellent fringe benefit package including paid vacation and sick leave; health, dental, life and disability insurance options; and generous employer contributions into retirement plans. The University of Iowa is a Big Ten, nationally ranked research university with 30,000 students located in Iowa City. A vibrant community boasting excellent public schools, safe, comfortable neighborhoods, affordable housing, a highly educated population, and numerous cultural, recreational and sporting opportunities and events contribute to the Iowa City area frequently appearing high on the best-places-to-live listings. Go to “Working at Iowa” to learn more.

Required qualifications:
- Bachelor’s degree (or international equivalent);
- Three or more years successful golf coaching experience at the collegiate level and/or five years of successful head golf coaching experience or as a golf professional with demonstrated knowledge of the techniques and strategies of the sport of golf;
- Domestic and international recruiting experience;
- Demonstrated knowledge of NCAA rules and a commitment to adhere to all rules and regulations of the University of Iowa, the Big Ten Conference and the NCAA;
- Excellent oral and written communication skills, as demonstrated through public speaking engagements, clinician experience, and/or use of effective and creative training/coaching techniques;
- Effective organizational, administrative and public relations skills;
- Ability to work constructively and collaboratively in a diverse environment, demonstrating strong interpersonal skills and ability to build trusting relationships.
A valid U.S. driving license and the ability to meet and maintain University of Iowa Driving Policy standards

Ability to utilize basic office productivity software, such as Microsoft Office

**Desired qualifications:**

- Demonstrated success in recruiting and developing a women’s golf program highly desired;
- Golf playing experience at the NCAA Division I level;
- Demonstrated knowledge in golf-related sports journalism and knowledge and experience with social media;
- Experience working with video analysis systems.

**Application Details:**

Visit our website at [https://jobs.uiowa.edu](https://jobs.uiowa.edu) and search for keyword “Golf Coach”. Only applications submitted at [https://jobs.uiowa.edu](https://jobs.uiowa.edu) will be accepted.

- **Applicants must upload a resume and cover letter and mark them as a “Relevant File” to the submission. Applications without both a cover letter and resume will be considered incomplete and ineligible for consideration.**
- Job openings are posted for a minimum of 14 calendar days and may be removed from posting and filled any time after the original posting period has ended.
- The successful candidates will be subject to a credential and criminal background check.
- Five professional references will be requested at a later step in the recruitment process.
- As a part of the University of Iowa’s review of your application and consistent with its policies and practices, the University may access and/or view information about you that is job-related and publicly available on the internet, including but not limited to information on social media sites. The access, viewing and/or use of such information is governed by the University’s [Policy on Human Rights](https://www.uiowa.edu), as well as state and federal law.
- For questions or additional information, please contact athl-human-resources@uiowa.edu.

The University of Iowa is an equal opportunity/affirmative action employer. All qualified candidates are encouraged to apply and will receive consideration for employment free from discrimination on the basis of race, creed, color, religion, national origin, age, sex, pregnancy, disability, genetic information, status as a U.S. veteran, service in the U.S. military, sexual orientation, gender identity, associational preferences, or any other classification that deprives the person of consideration as an individual.