



Shorter College Position: **Head Cross Country / Track & Field Coach**

Department: Athletics

Status: Exempt

Location: North Little Rock, Arkansas

Start Date: Upon successful completion of drug screening and background checks

Salary: \$15,000

Work Schedule: 20 hours per week; evenings, weekends, and travel required

Position Summary

Shorter College seeks a dynamic and committed Head Cross Country / Track & Field Coach to provide leadership, organization, and administration of its intercollegiate men's and women's programs.

The Head Coach will lead with excellence in competition while ensuring full alignment with the College's mission, values, and standards. This role is responsible for building a competitive program at the regional and national levels while supporting the academic success and personal development of student-athletes.

Essential Duties and Responsibilities

The Head Cross Country / Track & Field Coach is responsible for all aspects of program management, including:

- Organizing and administering overall program operations, including recruiting, scheduling, practice planning, travel, and meet management
- Identifying, evaluating, and recruiting prospective student-athletes who meet academic and athletic standards
- Developing and implementing comprehensive training programs for distance, sprints, hurdles, jumps, and throws, as applicable
- Planning and supervising daily practices, coordinating strength and conditioning, and monitoring athlete performance
- Managing program budgets, equipment, uniforms, and approved fundraising initiatives
- Monitoring student-athlete academic progress, eligibility, and retention in collaboration with campus support services
- Promoting discipline, accountability, and a positive team culture
- Ensuring the health, safety, and well-being of student-athletes during all team activities
- Maintaining compliance with National Junior College Athletic Association regulations, conference policies, and institutional standards

- Serving as the official representative and spokesperson for the Cross Country and Track & Field programs
- Demonstrating leadership and positive role modeling for student-athletes, staff, and the broader community
- Promoting sportsmanship, integrity, and character development
- Coordinating and hosting meets, including logistics, officials, and event operations, as applicable
- Building and maintaining relationships with high school and club coaches to strengthen recruiting pipelines
- Performing additional duties as assigned by the President or Director of Athletics

Qualifications

- Bachelor's degree required
- Prior collegiate coaching experience in cross country and/or track & field required
- Demonstrated knowledge of endurance training and/or event-specific coaching disciplines
- Familiarity with NJCAA rules and regulations, or ability to quickly acquire knowledge
- Strong organizational, leadership, and communication skills
- Ability to manage multiple event groups and a large roster
- Availability to work evenings, weekends, and travel as required

Application Information

Qualified candidates should submit a resume and cover letter outlining relevant experience and interest in the position.

HOW TO APPLY: Applicants may submit a resume and cover letter to humanresources@shortercollege.edu or Mail to: 604 N Locust Street, North Little Rock AR, 72214