

Southwest Tech is committed to providing a welcoming environment and a sense of community where all employees can experience success. We empower and inspire all members of the Southwest Tech community to embrace differences, defend human dignity, and respect the richness of values and ideas that each person brings to the college.

POSITION **Women's Club Volleyball Coach**
APPLY BY **Position Open Until Filled**
HIRE DATE **TBD Upon Hire**

DIVISION Recruitment
REPORTS TO Student Engagement Coordinator/Athletic Director
CLASSIFICATION Coaching Stipend
POSTING DATE May 7, 2026

SUMMARY

Southwest Tech is seeking a Women's Club Volleyball Coach beginning in the 2026-27 academic year. Women's Club Volleyball will be a new sport at Southwest Tech in Fall 2026. The team will compete in the Wisconsin Volleyball Conference (WVC). This position is responsible for all aspects of the women's club volleyball program. The coach will be responsible for the overall recruitment, development, and advancement of a competitive women's volleyball team. This position will work closely with the Student Life Coordinator/Athletic Director and recruitment staff. This is a part-time position with varied hours.

ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE

Recruitment

- Recruiting players in partnership with Southwest Tech recruitment staff
- Attending recruitment events to include but not limited to high school visits, high school tournaments and events, and other events as recommended/assigned.
- Demonstrating Southwest Tech College Values and positive sportsmanship at all times.

Coaching

- Conducting practices and scheduling matches
- Be knowledgeable of all Wisconsin Volleyball Club (WVC) rules, including student-athlete eligibility requirements
- Supervising student athletes while traveling to ensure safety and proper conduct.
- Supporting team travel logistics to help ensure student-athletes are able to safely attend matches and events. Responsibilities may include transporting students in college-approved vehicles, if needed.
- Following all safety and security policies and procedures of the college.
- As representatives of the College, all coaches and student-athletes must conduct themselves in a professional manner at all times.

TRAINING, EXPERIENCE, AND SKILLS

- High school diploma required
- College degree preferred
- Volleyball playing or coaching experience at the high school or college level preferred.
- Recruiting experience preferred
- First aid/CPR certification required or must be completed upon hire.
- Communication, interpersonal, and collaboration skills as applied to interactions with coworkers, supervisor, campus teams, student athletes, and the general public.
- Ability to relate successfully with student athletes and prospective students with diverse backgrounds.
- Self-driven and willingness to take initiative to meet goals.
- Knowledge or willingness to learn National Collegiate Volleyball Federation (NCVF) rules and regulations.
- Strong computer and applicable software skills.
- Valid Driver's License and clean driving record.

PHYSICAL REQUIREMENTS STATEMENT

Position typically requires standing for extended periods of time; walking; running or quick lateral movements; reaching; bending; crouching; jumping; pushing and pulling equipment; lifting and carrying equipment (e.g., volleyballs, ball carts, nets, or standards); manual dexterity for handling equipment; talking and hearing to communicate effectively with players and staff; visual ability to observe play and provide feedback; and the ability to perform repetitive volleyball-related movements such as serving, passing, and demonstrating drills.

Southwest Tech is committed to creating an inclusive and accessible workplace. While certain job roles may require physical capabilities, we welcome applicants of all abilities and are committed to providing reasonable accommodations throughout the hiring process and in the workplace.

APPLICATIONS

Internal and External applicants complete and submit the online employment application at www.swtc.edu/jobs. For questions regarding the application process, or if you need an accommodation, please email Human Resources at humanresources@swtc.edu or **608.822.2314**. (TDD: 608.822.2072)

SALARY RANGES

WAGE - \$6,000 Coaching Stipend

SELECTION PROCESS

The Review Committee will screen applicants and contact them for an interview. Meeting the minimum qualifications does not assure the candidate an interview. Final candidate's employment offer may be subject to completion of a criminal background check and pre-employment drug screening.

Southwest Tech does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The Equal Opportunity/Affirmative Action Officer has been designated to handle inquiries regarding non-discrimination policies. Call 800-362-3322, Ext. 2315 (TDD: 608-822-2072) or write Southwest Tech, 1800 Bronson Blvd., Fennimore, WI 53809.