



Assistant Women's Soccer Coach

POSITION:	Assistant Women's Soccer Coach
SUPERVISOR:	Director of Soccer
DEPARTMENT:	Athletics: Women's Soccer
LOCATION:	On-campus, located in Tiffin, OH
JOB TYPE:	Full-time
GRANT-FUNDED:	No
SOC CODE:	27-2022

General Job Description for the Assistant Women's Soccer Coach:

Tiffin University, a member of the NCAA Division II, is seeking a dedicated and motivated Assistant Women's Soccer Coach to join the coaching staff for the Women's Soccer program. This position will support the Director of Soccer in all aspects of the Women's Soccer program, including (but not limited to) practice and game preparation, recruiting and retention of student-athletes, hiring and supervision of graduate assistants, budget management, fundraising, scheduling, public relations, community service, and strict adherence to all NCAA and University rules.

Key Responsibilities for the Assistant Women's Soccer Coach:

- Assists the Director of Soccer in organizing, preparing, and conducting individual and team practices, training, and competition.
- Assists in the identification and recruitment of potential student-athletes in accordance with NCAA and university rules, regulations, guidelines, and standards.
- Provides guidance and assistance to student-athletes on a range of personal issues, as required.
- Leads, monitors, and coordinates training and practice sessions, ensuring that all appropriate safety guidelines and standards are maintained.
- Assists in the coordination and administration of the overall program, as required.
- Represents the sports program to various institutional programs and externally to the media, government agencies, funding agencies, students, parents, and the general public.
- Support student-athlete retention and persistence by fostering strong relationships, monitoring academic and personal progress, and collaborating with campus resources to promote overall student success and well-being.
- Financial sustainability of the program.
- Performs miscellaneous job-related duties as assigned.
- Conducts recruitment through scouting, attending tournaments, and home visits.
- Other duties as assigned.

Qualifications for the Assistant Women's Soccer Coach:

Education

- A Bachelor's degree from an accredited institution is required.

Experience

- Strong communication and interpersonal skills.
- A record of integrity and leadership.



- A willingness to advance the goals of the Tiffin University Department of Athletics, including fundraising.
- A commitment to the academic success and graduation of student-athletes.
- Knowledge or background of Ohio, or the surrounding area, is *preferred*.

Why Join Tiffin University?

Tiffin University offers a collaborative, mission-driven environment where your financial expertise directly supports student success and institutional growth. We value innovation, transparency, and partnership—and provide the opportunity to make a meaningful impact.

At Tiffin University, we believe in taking care of our employees. That's why all full-time employees enjoy a comprehensive benefits package designed to support their health, financial security, and work-life balance:

- Medical, dental, and vision insurance to keep you and your family healthy.
- Health Savings Account with annual employer incentive contribution & Flex Spending Account with options to save pre-tax dollars for medical, dental, and vision expenses.
- Employer-paid basic life insurance and long-term disability, plus voluntary plans for supplemental life insurance and short-term disability.
- A 403(b)-retirement plan with employer matching contributions to help you plan for the future.
- Generous paid annual and sick leave, plus paid holidays throughout the year.
- Educational tuition benefits for you and eligible family members.
- Access to a confidential Employee Assistance Program (EAP) for personal and professional support.

Tiffin University provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. While we strive for a diverse mix of candidates, all employment decisions are made without regard to race, sex, or other protected characteristics.



Tiffin University is an Equal Opportunity Employer