



Assistant Women's Wrestling Coach

POSITION:	Assistant Women's Wrestling Coach
SUPERVISOR:	Head Women's Wrestling Coach
DEPARTMENT:	Athletics: Women's Wrestling
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 Wrestling Coach:

The Assistant Women's Wrestling Coach assists the Head Women's Wrestling Coach in all aspects of the wrestling program, including (but not limited to) practice and competition preparation, recruiting and retention of student-athletes, hiring and supervision of assistant coaches, budget management, fund-raising, scheduling, public relations, community service and strict adherence to all NCAA and university rules.

Key Responsibilities for the Assistant Women's Wrestling Coach:

- Assists head coach in organizing, preparing, and conducting individual and team practices, training, competitions, and fundraising.
- Assists in the identification and recruitment of potential student-athletes in accordance with NCAA and university rules, regulations, guidelines, and standards; conducts recruitment through scouting, attending tournaments, and home visits.
- Provides guidance and assistance to student-athletes on various personal issues, as required.
- Leads, monitors, and coordinates training and practice sessions, ensuring that all appropriate safety guidelines and standards are maintained.
- Assists in coordinating and administering 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.
- Assist with the academic progress of student-athletes.
- Partner with academic, enrollment, and student affairs departments on retention and progression.
- Demonstrate knowledge of retention issues and practices in higher education.
- Assist students with resources and provide timely interventions to help students in their academic progress.
- Assist with outreach to appropriate departments and classes; provide students with information about program area(s) and services available.
- Present relevant information to the campus regarding supportive measures for students.
- Performs miscellaneous job-related duties as assigned.



Qualifications for the Assistant Women's Wrestling Coach:

Education

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

Experience

- Strong communication and interpersonal skills
- Proven record of integrity and leadership
- 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 of international/nationwide/statewide recruiting is preferred
- 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.

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