

**WARTBURG COLLEGE
POSITION DESCRIPTION**

Title of Position – Head Dance Coach

Preparation Date: May 2021

Function of Position:

Responsible to the Spirit Squad Coordinator/Head Cheer Coach, under the athletic department for recruitment, coordination, and supervision of the Wartburg College Dance Team.

Principal Duties and Responsibilities:

1. Responsible for the coordination of practices, game days, and competitions (70%)
2. Maintain budget and fundraising goals each year (5%)
3. Organize uniforms, equipment, and supply orders (5%)
4. Recruit, plan and execute tryouts (10%)
5. Works with Spirit Squad Coordinator to coordinate game day activities (10%)

Supervision:

Employee works independently and is responsible for setting the practice, game day, and competition schedule with the team. They will execute work assignments according to college and spirit squad procedures. Employee prioritizes own work and resolves unusual cases in consultation with supervisor.

Minimum Qualifications:

Experience as high school or college dancer preferred. Must possess effective coaching techniques and skills, as well as thorough knowledge of the rules, regulations, and techniques in dance. Must be willing to work evenings and weekends for practices, games, and competitions. Position requires an average of 10-15 hours per week, six months out of the year.

Application Procedure:

Send letter of interest, including a statement regarding qualities you offer within the context of the Wartburg College mission, résumé, and contact information for three references electronically to: hr@wartburg.edu. See www.wartburg.edu for further information about the college. Screening begins immediately and continues until position is filled.

WARTBURG COLLEGE is a selective liberal arts college of the ELCA, nationally recognized for community engagement. As an affirmative action, equal opportunity institution, Wartburg College actively seeks applications from members of underrepresented ethnic and minority groups.