Vacancy Announcement
Posting Date: August 24, 2015

Position Title: Baseball Coach (Part-time)

Position Summary:
The Baseball Coach is responsible for initiating various aspects of the baseball program to include recruiting, scheduling opponents and organizing practice.

Required Qualifications:
Bachelor's Degree from an accredited institution
3 years of coaching experience at the secondary or collegiate level
Documented experience with field maintenance

Other Qualifications:
CPR/AED certified (must become certified before season begins)

Essential Job Functions:
- Coach, recruit and train members of the baseball team
- Must attend all ACCC meetings
- Supervise and provide duties for Assistant Coaches and Team Managers
- Organize and schedule practice sessions and games in accordance to LSCC, ACCC and NJCAA policies
- Meeting LSCC, ACCC, and NJCAA deadlines for eligibility, stats, etc.
- Monitor student-athlete academic progress
- Oversee conduct and discipline of the baseball program
- Responsible for fundraising in support of the baseball program
- Must provide community service projects for baseball team
- Attend LSCC Professional Development and Athletic Orientation
- Follow medical procedures for injured athletes
- Supervise and provide maintenance for the LSCC Baseball Complex
- Conducting yourself and the team in such a manner as to reflect a positive image for the baseball team and Lawson State, both on and off the playing field
- Other duties as assigned

Salary:
Local Salary Schedule (Salary Range: $20,000-$29,000/potential for field maintenance stipend)

Projected Start Date: As soon as possible after the closing date.

Application Procedure:
Applicants must meet eligibility requirements to work in the U.S. at time of appointment. All application materials must be submitted as a complete packet and will become the property of the College. It is the sole responsibility of the applicant to ensure his or her application packet is complete. If you are applying for more than one position, submit a complete set of information for each position. Once submitted, all application packets become the property of LSCC. Requests for copies of application material will be denied by the college. Only applications received during the period of this announcement will be considered. The College will not accept electronically submitted (fax, e-mail, etc.) application materials.

A complete application packet consists of:
• Letter of application
• LSCC application; completed and signed (See resume will not be sufficient)
• Resume
• Official or Unofficial transcripts from all colleges attended for which degrees have been granted. Degree(s) must be listed on transcripts. Official transcripts will be required prior to employment.
• Three signed letters of recommendation with original signatures; one or more letters must address the applicant’s proficiency in required skills relative to the position and any other evidence of the commitment to excellence. Letters should not be older than 1 year.

**Applicants who fail to submit a complete application packet will not be considered.**

**Application Closing Date:**
Application packets must be received in the Human Resources Office by 4:30 p.m. on **September 7, 2015** if hand delivered or must be postmarked no later than **September 7, 2015**, if being submitted via U S Mail. Packets delivered or postmarked after the deadline will not be considered. Application packets should be sent to:

Mrs. Janice McGee, Director  
Human Resources Office  
Lawson State Community College  
3060 Wilson Road, S.W.  
Birmingham, AL 35221

**Other Information:**
Applicants must adhere to the College’s prescribed interview schedule and must travel at their own expense. The College reserves the right to withdraw this job announcement at any time prior to awarding.

Lawson State Community College is an equal opportunity employer. It is the official policy of the Alabama Department of Post-Secondary Education, including postsecondary institutions under the control of the State Board of Education, that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be denied the benefits of, or be subjected to discrimination under any program, activity or employment.

Lawson State Community College will make reasonable accommodations for qualified applicants upon request.

In accordance with Alabama Community College System Policy and Guidelines, the applicant chosen for employment will be required to sign a consent form for a criminal background check. Employment will be contingent upon receipt of a clearance notification from the background check.