

**Position: Director of the Men's and Women's Swimming Program (Coach-12 Month)****Type:** Full-time, Temporary **Academic Year** 2025-2026 **Available:** June 2025**Application Deadline:** Accepting applications now. The position will remain open until filled.

**Position:** The Director of the Men's and Women's Swimming Program will provide a clear vision for the program that is consistent with the traditions and mission of the University and the Athletics Department.

Under the administrative direction of the Director of Athletics or his/her designee, the Director of the Men's and Women's Swimming Program will support and enhance the mission of the University Athletics Department. The incumbent will be responsible for the overall management and administration of the CSUB Men's and Women's Swimming Program, implementation of and compliance with the budget of the program, and the recruiting, training, supervision, evaluation, and performance of student-athletes and coaching staff.

**Duties and Responsibilities:**Swimming Program Administration

- Responsible for the management and administration of the CSUB intercollegiate men's and women's swimming program that competes regularly in the Big West Conference.
- Represent the program internally and externally with entities including, but not limited to, faculty and staff, admissions, friends and family of swimming, fans, donors, and the Bakersfield community.
- Improve and set goals for the swimming program.
- Develop new ideas within the framework and philosophies of the department.
- Provide an atmosphere for positive learning, be well informed on latest trends, techniques, and strategies.
- Organize, supervise, coordinate, and employ sound coaching techniques and practices.
- Teach and develop sport specific skills and coaching strategies that enhance the athletic performance of student-athletes in practice and competition.
- Support the conditioning and training of student-athletes in conjunction with the strength/weight staff, the athletic training staff and team physicians.
- Emphasize academic success and retention to enhance graduation rates and the academic progress rate (APR).
- Be reasonably available to, and work professionally with, the media as well as cooperatively with the University and Department staff members.
- Responsible for effective allocation of athletic scholarships to student-athletes within NCAA rules and parameters established by the Department of Athletics.

Program Budget

- Develop and administer program budget, preparing data and reports, as necessary.
- Manage program budget, travel, and equipment logistics with department administration.
- Remain within budget allocation.
- Assist in revenue generation and fund-raising activities.

Compliance

- Organize, manage, and direct the men's and women's swimming program effectively by advocating for and complying with all applicable University, National Collegiate Athletic Association (NCAA), and Big West Conference rules.
- Abide and comply with the constitution, bylaws, rules, and interpretation of the NCAA.
- Ensure that public statements remain complimentary regarding the athletics program and the University.

Personnel Management

- Recruit quality student-athletes in compliance with the institution's recruitment policy, and develop and enforce discipline through written team rules, Department of Athletics' code of conduct and university rules, policies and standards.
- Identify, evaluate, and recruit academically qualified student-athletes and monitor their academic progress.

- Recruit, supervise, develop and evaluate Assistant Coaches, ensuring that the program is operated in compliance with NCAA, Conference and University rules.
- Promote student-athletes' personal development, high academic achievement, and full participation in all aspects of university life.
- Prioritize student-athletes' academic and general welfare.

**Required Qualifications:**Education and Experience

Bachelor's degree from an institution of higher education which is accredited by one of the six US regional accrediting associations or by an equivalent international institution of higher education. Minimum of four (4) years' experience coaching swimming at the NCAA or professional level.

Knowledge, Skills, and Abilities

- Regular and reliable attendance is required.
- Ability to travel and work on weekends
- Ability to perform all duties with integrity and professionalism
- Ability to achieve team performance and success within the conference, regionally and nationally.
- Ability to identify and recruit quality student-athletes, along with a strong desire to teach, coach and mentor a group of diverse young men and women.
- Thorough knowledge of and commitment to the enforcement of NCAA rules and regulations.
- Ability to act as a mentor and exercise leadership
- Demonstrated ability to support ongoing improvement through courageous, resilient, and catalytic leadership.
- Lead varying initiatives through a collaborative, service-oriented and communicative approach.
- Ability to support the department's commitment to gender equity and ethnic diversity.
- Ability to oversee academic status and enhancement of NCAA academic progress rates and federal graduation rates.
- Ability to effectively communicate with the media.
- Ability to demonstrate a coaching philosophy that aligns with the mission, vision and values of CSUB and the Athletic Department.
- Ability to use tact and diplomacy to effectively handle a broad range of high level and sensitive interpersonal situations with diverse personalities, and to respond appropriately to conflicts and problems.
- Ability to initiate, establish, and foster communication and teamwork by maintaining a positive, cooperative, productive work atmosphere in the University with the ability to establish and maintain effective working relationships within a diverse population and with those from various cultural backgrounds.
- Excellent communication skills: ability to effectively communicate information in a clear and understandable manner.
- Thorough knowledge of English grammar, spelling, and punctuation.
- Ability to interpret, communicate and apply policies and procedures.
- Ability to maintain a high degree of confidentiality.
- Excellent organizational and time management skills with the ability to set own priorities to coordinate multiple assignments with fluctuating and time-sensitive deadlines.
- Excellent computer skills and competence with a variety of computer applications including word-processing, spreadsheets, databases, on-line systems, Internet as well as online calendaring and email.
- Working knowledge of or ability to quickly learn University infrastructure.
- Must be willing to travel and attend training programs off-site for occasional professional development.
- Must be able to work occasional holidays and adjust working hours to meet special jobs. May be called back periodically to perform work as needed on an emergency basis.

Preferred Qualifications

- Master's degree.
- Experience coaching collegiate swimming at the NCAA Division I level.
- Previous head coaching experience.
- Demonstrated skills in an institutional/educational environment

**Compensation:** Salary is competitive and commensurate with skills and experience. Anticipated Hiring Range: \$7,917 - \$8,750 / Monthly

**Application:** Position will remain open until filled. Please submit a cover letter, resume and 3 references with phone numbers and email addresses to:

Eddie Brewer  
Associate Athletics Director for Facilities & Game Day Operations  
California State University, Bakersfield  
9001 Stockdale Highway, 8 Gym  
Bakersfield, CA 93311  
Or via e-mail at: [ebrewer1@csub.edu](mailto:ebrewer1@csub.edu)

**Background Check:** A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or the continued employment of current CSU employees who apply for the position.

**Mandated Reporter:** The person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of

**Clery Act:** CSUB's annual crime report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus centers, such as our Antelope Valley Satellite Campus, and on property within, or immediately adjacent to and accessible from CSUB. The report also includes policies concerning security on campus, such as alcohol and drug use, crime prevention, reporting crimes, sexual assault, and other subjects. Additionally, a daily log of offenses is maintained and can be reviewed at the front desk of the Department of Public Safety. You can obtain a copy of the annual report by contacting the Department of Public Safety/University Police at (661) 654-2111 or by logging on to their website at: <https://www.csub.edu/compliance/Clery>.

**EEO Statement:** All university programs and activities are open and available to all regardless of race, sex, color, ethnicity or national origin. Consistent with California law and federal civil rights laws, CSUB provides equal opportunity in education and employment without unlawful discrimination or preferential treatment based on race, sex, color, ethnicity, or national origin. Our commitment to equal opportunity means ensuring that every student and employee has access to the resources and support they need to thrive and succeed in a university environment and in their communities. CSUB complies with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act, the California Equity in Higher Education Act, California's Proposition 209 (Art. I, Section 31 of the California Constitution), other applicable state and federal anti-discrimination laws, and CSU's Nondiscrimination Policy. We prohibit

discriminatory preferential treatment, segregation based on race or any other protected status, and all forms of discrimination, harassment, and retaliation in all university programs, policies, and practices. CSUB is a diverse community of individuals who represent many perspectives, beliefs and identities, committed to fostering an inclusive, respectful, and intellectually vibrant environment. We cultivate a culture of open dialogue, mutual respect, and belonging to support educational excellence and student success. Through academic programs, student organizations and activities, faculty initiatives, and community partnerships, we encourage meaningful engagement with diverse perspectives. As a higher education institution, we are dedicated to advancing knowledge and empowering individuals to reach their full potential by prioritizing inclusive curriculum development, faculty and staff training, student mentorship, and comprehensive support programs. At CSUB, excellence is built on merit, talent, diversity, accessibility, and equal opportunity for all.