



# WEST VIRGINIA STATE UNIVERSITY

## Assistant Baseball Coach – Pitching Coach

### **West Virginia State University**

Founded in 1891, West Virginia State University (WVSU) is a public-land grant institution, which was originally founded as a historically black university, but which has evolved into a fully accessible, diverse, and multi-generational institution serving approximately 2,600 students. WVSU offers 23 undergraduate and 6 graduate degrees, along with one doctoral degree. WVSU competes in athletics at the NCAA Division II level in 7 men's sports and 8 women's sports. WVSU is located in Institute, WV, a suburb of Charleston, the largest city and the capital of West Virginia. With more than 200,000 people living in the metropolitan area, it is an active, exciting and engaging community, boasting cultural and historical events, music, festivals and entertainment.

### **Position Description**

The Assistant Coach - Pitching is responsible for developing a comprehensive pitching program focused on development, arm strength and health, and performance, as well as supporting the Head Coach in all aspects of managing the program.

### **Responsibilities for the Assistant Baseball Coach/Pitching Coach**

- Recruitment and retention of qualified student-athletes to meet specified roster goals.
- Create and manage a daily plan for each member of the pitching staff
- Assist the Head Coach in the supervision of all aspects of the program, including but not limited to
  - Organizing, preparing, and executing effective training and performance strategies
  - Fielding teams that excel on the field, competing for Mountain East Conference Championships and NCAA post-season success.
  - Assistance with preparation of scouting reports for all opponents
  - Monitoring and supporting student-athletes' academic and personal growth and development
  - Assist with field maintenance
  - Coordinate program travel
  - Fundraising additional funds to support program operational needs

- Supervising support staff
- Communicate with and provide appropriate requested information to Sports Information, Athletic Training, and Compliance
- Develop and execute an intentional and comprehensive plan for social media designed to promote the baseball program to external audiences
- Maintain effective, professional working relationships with other WVSU offices and personnel
- Ensuring Alumni engagement and community service
- Other duties as assigned by the Director of Athletics or Head Coach

### **General Responsibilities**

- Serve as a Mandatory Reporter for incidents involving Title IX, potentially criminal activity, or similar occurrences
- Use discretion and professionalism in communicating details of the university operations outside of the office, ensuring confidentiality, integrity, and security of all personal and financial student information.
- Compliance with any outside authority and local, state, and federal laws including, but not limited to accrediting agencies, external auditing, first responders, NCAA, MEC, FCC, OSHA, EPA, Title VI, Title VII, Title IX, Clery Act, etc., and do any audit work required for these agencies in a timely fashion.
- Follow all WVSU and State of West Virginia policies as set forth in the appropriate employee handbook including, but not limited to, travel, professional development, purchasing and reimbursements, etc.

### **Requirements for the Assistant Baseball Coach/Pitching Coach**

- Bachelor's degree required, master's degree preferred
- 1 year coaching pitchers, preferably at the college level, is preferred
- Experience pitching at the college level, is preferred
- Demonstrated ability to recruit and retain student-athletes who are committed to academic and athletic excellence
- Experience with fundraising and/or alumni relations
- High level of ability to work independently and prioritize work assignments
- Basic computer proficiency, including Microsoft Office products
- Experience with baseball-related computer software and similar programs
- Successful candidate must complete and pass a background and DMV check

## **Salary Statement**

This is a full-time position with benefits, and with a salary range of \$25,000-28,000 annually

## **Benefits of Full-Time Employment**

West Virginia State University offers a comprehensive benefits package designed to support the health, financial security, and work-life balance of its employees. Benefits include employer-sponsored health insurance through PEIA with prescription coverage, access to wellness programs, and the option to enroll in dental, vision, hearing, and other supplemental insurance plans. Employees may also participate in health savings accounts and flexible spending accounts.

The university provides employer-paid basic life insurance and offers optional additional coverage. Retirement benefits are provided through the TIAA retirement plan with a **6% employer match for employees contributing 6% of their salary.**

Full-time employees accrue **two days of annual leave and one and a half days of sick leave per month**, along with eligibility for family medical leave, military leave, workers' compensation, and unemployment coverage. Additional benefits include educational assistance opportunities, access to the university's Employee Assistance Program, and other university amenities.

## **To Apply:**

First consideration will be given to applicants who submit a resume, cover letter, academic transcripts, and the names and email addresses or phone numbers of three professional references by July 3, 2026. The position will remain open until filled. All requested information must be submitted for your application to be considered.

Please submit application materials via email to [jobs@wvstateu.edu](mailto:jobs@wvstateu.edu)

**West Virginia State University conducts criminal background checks on all job candidates upon acceptance of a contingent offer. Any offer of employment is contingent upon the satisfactory completion of a background check.**

**West Virginia State University is an equal opportunity employer committed to providing access, equal opportunity, and reasonable accommodation in employment and in its services, programs, and activities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, protected veteran status, or disability. Individuals who require reasonable accommodation to participate in the job application or interview process should contact the Disability and Accessibility Resources unit at 304-766-3083 or [ada@wvstateu.edu](mailto:ada@wvstateu.edu)**