

Athletic Coach Cover Letter

1370 Susannah Grove South Kirk, TX 81826

Dear Gray Spinka,

I would like to submit my application for the athletic coach opening. Please accept this letter and the attached resume.

Previously, I was responsible for athletic training services to Competitive Sports (mainly Sport Club) participants.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Assist the Head Women's Volleyball Coach with the recruitment of quality student-athletes and coordinate said recruiting activities with the athletic compliance staff
- Assist with the establishment of communication and enforcement of rules and regulations regarding student conduct, appearance and behavior
- Assist with competition scheduling at the direction of the Head Women's Volleyball Coach
- Prepare accurate and timely scouting reports on opponents as assigned by Head Women's Volleyball Coach
- Perform interviews with the news media as needed by the sports information staff
- Participate in radio, television and/or internet programs produced by the Mountaineer Sports Network
- Participate in the marketing and promotion of the women's volleyball program, including, but not limited to corporate sponsorships and public relations appearances
- Coaching experience, preferably at NCAA Division I level

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

