

Mark James

Education	2005 – 2006	Emporia State University	Emporia, Kansas
	Master of Science – Physical Education		
	1997 – 2002	Emporia State University	Emporia, Kansas
	Bachelor of Science – Sociology		
Work experience	2019 – present	Clarendon College	Clarendon, Texas
	Director of Athletics/Physical Education Instructor		
	• Supervises the Athletic Department and the coaching staff. Works closely with the coaching staff in the formation, development, and running of all aspects of each athletic program. • Ensures proper compliance by the Athletic Department with all institutional, conference, and NJCAA rules. • Coordinates and consolidates the proposed budget for the Athletic Department and regulates expenditures within each program. • Evaluates each athletic program and is responsible for making recommendations for the improvement of existing programs and/or the establishment of new programs. • Coordinate and certify the eligibility of all Clarendon College Student-athletes.		
	2016 – present	Clarendon College	Clarendon, Texas
	Head Women's Basketball Coach/Physical Education Instructor		
	• Planning, organizing, and implementing all phases of women's basketball program • Recruiting and evaluating prospective student-athletes • Scouting assigned opponents • Preparation of and carrying out practices • Travel arrangements and film exchange • Player development • Scheduling future opponents • On-floor coaching • Placement of players into four-year programs • Fundraising		
	2013 – 2016	Dodge City Community College	Dodge City, Kansas
	Head Women's Basketball Coach		
	• Planning, organizing, and implementing all phases of women's basketball program		

- Recruiting and evaluating prospective student-athletes
- Scouting assigned opponents
- Preparation of and carrying out practices
- Travel arrangements and film exchange
- Player development
- Scheduling future opponents
- On-floor coaching
- Placement of players into four-year programs
- Community Relations

2011 – 2013

Allen Community College

Iola, Kansas

Head Women's Basketball Coach

- Planning, organizing, and implementing all phases of women's basketball program
- Recruiting and evaluating prospective student-athletes
- Scouting assigned opponents
- Preparation of and carrying out practices
- Travel arrangements and film exchange
- Player development
- Scheduling future opponents
- On-floor coaching
- Placement of players into four-year programs
- Fundraising
- Admissions Counseling

2010 – 2011

Pittsburg State University

Pittsburg, Kansas

Assistant Women's Basketball Coach

- Recruiting and evaluating prospective student-athletes
- Scouting assigned opponents
- Assist Head Coach with preparation of and carrying out practices
- Player development
- Assist Head Coach with on-floor coaching

2005 – 2010

Independence Community College

Independence, Kansas

Assistant Women's Basketball Coach

- Assist Head Coach in planning, organizing, and implementing all phases of women's basketball program
- Recruiting and evaluating prospective student-athletes
- Scouting assigned opponents
- Assist Head Coach with preparation of and carrying out practices
- Player development
- Scheduling future opponents
- Assist Head Coach with on-floor coaching
- Departmental Chair – Sport Management
- Physical Education Program Academic Advisor
- Instructor – Sociology, Various Physical Education and Sport Management Courses

References

- Mick Wilson – Executive Director of Activities & Athletics; Tulsa Public Schools (918) 218-3724
- Tony Turner – Head Women's Basketball Coach; Coffeyville Community College (785) 220-4270
- Brad Vanden Boogaard – Vice President; Clarendon College (580) 461-7418
- Lane Lord – Head Women's Basketball Coach; University of Texas Rio Grande Valley (620) 249-7223
- Wayne Baker – Athletic Director; Odessa College (719) 661-1786