

Milwaukee School of Engineering (MSOE) invites applications for a full-time Assistant Hockey Coach to join our Athletics department. The Assistant Hockey Coach will be responsible for building and maintaining a roster of student athletes and club athletes, preparing a team through training, and coach the team in all season competitions.

Essential Duties and Responsibilities

- Conduct daily in season training sessions. Duties include but not limited to: strength and fitness training, teaching and drilling skills, teaching game strategy and tactics, psychological and motivational preparation.
- Monitor academic progress of student athletes while fostering a student centered focus for the team.
- Learn and follow all NCAA rules.
- Assist direct report (Assistant DA) in budget preparation, and monitor and follow team budget.
- Recruit and maintain a roster of qualified and quality student athletes that fit the University mission.
- Work with the department towards our fundraising and development goals.
- Work with the training staff to complete all necessary forms and arrange physicals.
- Assist Club Sport Director in preparing rosters and scheduling club Hockey team.
- Assist Camp Director and Head Hockey Coach in camp preparation.
- Take the CPR/AED training as required.
- Submit training/practice schedule for facility use.

This list of duties and responsibilities is not all-inclusive and may be expanded to include other duties and responsibilities as management may deem necessary from time to time.

Qualifications

- **Proven track record of leadership:Proven track record of influencing others toward a common goal.**
 - Facilitating the development and implementation of an operational plan for the team that is consistent with the University mission.
 - Effectively hire and develop a staff for the team to assist in all aspects team operation.
- **Proven track record of building individual capacity in others:Proven ability of fostering and developing an environment of individual and team growth.**
 - Create a culture of engagement and participation for all team members for the achievement of desired goals.
 - Develop and nurture relationships with MSOE staff members and academic faculty.
 - Provide a means to account for professional development through participation in national organizations and national training clinics.
- **Communication skills:Be an effective communicator.**
 - Be able to conduct a professional presentation.

- Have an understanding of factual information and how to facilitate healthy discussion and decision making.
- Embrace having the necessary discussions to facilitate growth and mutual understanding.
- **Possess knowledge of the University:Actively seek information regarding university programs, process and understand the overall mission of the university.**
 - Have a thorough understanding of all of the academic programs.
 - Have an understanding and appreciation of the workings of the university.
 - Know key contact people throughout the campus.
- **Team Player:Productively interacts as a solid contributor to the university community.**
 - Demonstrated teaming skills.
 - Works well with administrative staff.
 - Facilitates everyone to freely offer ideas and collaborates well with other team members.
 - Be open to all people
 - Treat everyone with respect and openness

ESSENTIAL KNOWLEDGE, VALUES & SKILLS:

- BS/BA required; Master's degree preferred
- Coaching and or leadership experience related to team operation and development.
- Demonstrated experience in serving in a leadership role and influencing others to achieve a common goal.
- An appreciation for inclusion.
- An understanding of the importance of leadership.
- An appreciation for accountability and responsibility
- Understanding how to achieve team goals as a means to serving the mission of the department and University.

To apply, please visit <https://www.milwaukeejobs.com/apply/add/33514680>

MSOE is located in the heart of downtown Milwaukee, known for its numerous festivals, beautiful lakefront, ethnic restaurants and cultural activities. MSOE offers a very competitive benefits plan to all full-time employees including medical, dental, life, disability and vision insurance along with paid time off and 13 paid holidays each year. We also offer a retirement plan in which MSOE matches up to 6% of an employee's salary. Educational benefits are available for employees and family members as well as an on-campus fitness center for all employees. To learn more, please visit our website at www.msoe.edu/hr

Come join our dynamic university!

It is the policy of MSOE to provide equal employment opportunity to all individuals regardless of their race, ethnicity, color, creed, religion, sex, age, national origin, physical or mental

disability, military and veteran status, sexual orientation, gender identity, genetic characteristics, marital status or any other characteristic protected by local, state or federal law. This policy applies to all jobs at the University and to all the terms, benefits, and conditions of employment/enrollment.

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