

MARIAN UNIVERSITY

Position Title: Head Men's ACHA Division III Club Hockey Coach

Department: Athletics

Reports To: Athletic Director

FLSA: Exempt

POSITION SUMMARY: Marian University is a Catholic applied liberal arts community that welcomes diverse spiritual traditions. Sponsored by the Congregation of Sisters of St. Agnes, Marian University engages students in the education of the whole person. We embrace justice and compassion and transform lives for professional service and leadership in the global community.

Marian University, an NCAA Division III institution located in Fond du Lac, WI, is currently seeking applications for the full-time position of Head Men's ACHA Division III Club Hockey Coach. This position will be responsible for overseeing all phases of maintaining a successful American Collegiate Hockey Association hockey program within compliance of Marian University, Northern Athletics Collegiate Conference, and ACHA, and NCAA rules and regulations.

ESSENTIAL FUNCTIONS:

1. Develops and maintains a system to identify prospective student-athletes and to work closely with area high school and junior program coaches to recruit quality student-athletes.
2. With assistance from the Director of Athletics, establish annual recruitment goals.
3. Create a successful recruitment plan that includes a calendar, budget, contacts
4. with prospective student athletes, and milestone check-in points.
5. Collaborate with offices and department around campus to ensure student success.
6. Develops and implements a program which includes monitored academic progress in addition to performance.
7. Ability to work closely with the NCAA Men's Hockey and ACHA Division II coaches to ensure success of all programs.
8. Responsible for in-game coaching.
9. Organizes and coordinates all team travel.

10. Responsible for scheduling all future contests.
11. Manages all assistant coaches within the program(s).
12. Responsible for managing and monitoring the program budget under the direction of the Director of Athletics.
13. Conducts programs in compliance with the NCAA, NACC, ACHA, and Marian University rules and policies.
14. Assists the Director of Athletic Communications with statistics, press releases, and other publications.
15. Assist in department fundraising activities.
16. Maintains a positive work environment by cooperating in a professional manner with the University community.
17. Performs other work related/secondary duties as assigned.

EDUCATION, EXPERIENCE AND SKILLS REQUIRED:

1. Bachelor's degree required, Master's Degree preferred.
2. Strong ability to recruit student athletes in the context of NCAA Division III philosophy.
3. Strong oral and written communication skills.
4. Strong organizational skills.
5. Successful intercollegiate coaching and/or playing experience.
6. Willingly support the Mission and Core Values of the University.

Please submit a cover letter, resume, and name, address and telephone number of three references to muapplicants@marianuniversity.edu. Please use 'Head Coach, Men's ACHA Division III Club Hockey' in the subject line of the email.

EOE/Minorities/Females/Vet/Disabled

Any offer of employment will be contingent upon the receipt of criminal background and reference check information; and the determination that the candidate remains eligible and suitable for employment.