

Bentley University

Job Description Summary

Under the direction of the Director of Recreation and Competitive Sports, the Head Club Coach, Women's Hockey is responsible for the recruitment, selection, and management of all aspects of the team in conjunction with the team captains and organization's executive board. The coach is required to assist with scheduling and be present during all practices and games, ensuring all safety standards and guidelines as defined by the American Collegiate Hockey Association (ACHA) governing rules.

Essential Duties

- Make appropriate decisions regarding the safety and playing ability of team members
- Assist e-board (President, Vice President and Treasurer etc.) with scheduling practices and games and various team requests from Athletics in accordance with the American Collegiate Hockey Association (ACHA) governing rules
- Attend all and prepare for all practices and games
- Represent Bentley University in a manner that is consistent with the mission of the university
- Ensure all team members are in good academic standing and have completed and filed the appropriate paperwork with Student Programs & Engagement and Athletics Departments (Anti-Hazing, travel forms, and Liability/Indemnity waivers etc.) each season
- Be available to team members to counsel on matters relating to Women's Club Ice Hockey and team morale
- Meet as needed with Director of Intramurals and Recreation and Arena Staff
- Assist with recruitment and awareness efforts with regards to Women's Club Ice Hockey as needed, including but not limited to information sessions, university events, community outreach, and related support throughout the season/offseason

Other Duties

- Management of student participants by reinforcing their commitment to academic performance while balancing participation on an extracurricular team
- Manage the balance of individual team needs and time away from campus for practices and games

Minimum Qualifications

- Bachelor's degree
- Minimum of 2-3 years prior coaching or playing experience with a competitive varsity and/or college team, preferably a Women's Ice Hockey program or with a competitive hockey program.
- Demonstrated leadership and coaching abilities with a commitment to developing and maintaining a positive and productive playing environment
- Proven ability to work effectively with diverse groups

- Excellent interpersonal, communication, analytical and decision-making skills
- First Aid and CPR training is required
- SafeSport certified through USA Hockey.
- Per ACHA requirements:
 - All coaches must have a USA Hockey CEP level to coach in the ACHA
 - Coaches are expected to progress through the CEP levels to reach level 4 and to continue to maintain their active status with CEP modules after reaching level 4
- Experience working with an undergraduate population or traditional university aged students
- Must hold and maintain a valid, unrestricted United States driver's license, with an insurable driving history as determined by Bentley's insurance carrier

Work Environment

- Coach must be present at all practices and games, of which could occur in early mornings, evenings, and some weekends
- Job will entail two practices per week and 1-2 games per week/weekend once the season begins
- Ability to travel with the team and stay overnight for away games as needed
- Work a maximum 10 hours per week between the months of late August and March.
- Be present at all practices and games and must effectively demonstrate and instruct techniques and skill to team members

Physical Demands

- Physical skill and effort are very important for this position. Every practice involves physical effort whether it be demonstrating a skill or conditioning.

Bentley University requires references checks and may conduct other pre-employment screening.

DIVERSITY STATEMENT

Bentley University strives to create a campus community that welcomes the exchange of ideas, and fosters a culture that values differences and views them as a strength in our community.

Bentley University is an Equal Opportunity Employer, building strength through diversity. The University is committed to building a community of talented students, faculty and staff who reflect the diversity of global business. We strongly encourage applications from persons from underrepresented groups, individuals with disabilities, covered veterans and those with diverse experiences and backgrounds.

Apply Here: <https://www.click2apply.net/OaQeBqIDnN484SrYPTpZjy>

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