

Roger Williams University

Title: Player Development & Recruiting Coordinator, Ice Hockey

Location: Bristol, RI

Category: Athletics

Job Type: Full-time Regular

Posted On: Tue Jul 28 2026

Job Description:

Reporting to the Head Coach of Men's Ice Hockey, the Player Development & Recruiting Coordinator is responsible for the holistic development, recruitment, and retention of student-athletes while supporting competitive excellence and the overall student-athlete experience. The Player Development & Recruiting Coordinator works collaboratively with both hockey coaching staffs, athletics administration, and campus partners to lead player development initiatives, coordinate recruiting operations, and promote a positive, inclusive, and growth-oriented program culture consistent with the NCAA Division III philosophy and the mission of Roger Williams University.

Player Development & Performance

Lead comprehensive player development initiatives for men's and women's hockey student-athletes, emphasizing growth on and off the ice.

Collaborate with head coaches to support on-ice skill development, individual training plans, and performance feedback.

Assist with video analysis, player evaluations, and developmental goal-setting.

Reinforce best practices related to wellness, recovery, mental performance, leadership, and time management in alignment with NCAA Division III principles.

Recruiting Coordination

Coordinate all recruiting operations, including prospect identification, communication tracking, campus visit planning, and recruiting database management.

Organize and execute on-campus recruiting visits that showcase RWU Athletics, academic programs, residential life, and campus community.

Build and maintain positive relationships with prospective student-athletes, families, coaches, and advisors while ensuring compliance with NCAA, conference, and University standards.

Assist coaching staffs in implementing strategic, ethical, and mission-aligned recruiting plans.

Student-Athlete Experience & Leadership Development

Support leadership development, mentorship, and life skills programming for hockey student-athletes.

Serve as a consistent presence and resource for student-athlete well-being, engagement, and personal development.

Promote a team culture rooted in integrity, accountability, respect, inclusion, and sportsmanship consistent with RWU Athletics values.

Operations, Compliance & Departmental Support

Collaborate with coaching staffs on team operations and logistics (including equipment, travel and meals), alumni engagement, camps, and clinics.

Support compliance education and adherence to NCAA Division III, conference, and University policies.

Contribute positively to the overall Athletics Department by supporting departmental goals, initiatives, and events.

This is a 10-month full-time position.

This is a grant-funded position that is contingent upon the existence and availability of external funding.

Job Requirements:

Bachelor's degree required.

Prior experience in collegiate ice hockey as a student-athlete, coach, or professional staff member.

Knowledge of NCAA Division III philosophy, recruiting standards, and student-athlete development.

Strong organizational, interpersonal, and communication skills.

Ability to work collaboratively in a team-oriented, student-centered environment.

Willingness to work evenings, weekends, and travel as required.

Preferred Qualifications

Master's degree preferred.

Experience coordinating or supporting collegiate hockey recruiting efforts.

Experience working with both men's and women's athletic programs.

At the University's discretion, the education and experience prerequisites may be accepted where the candidate can demonstrate, to the satisfaction of the University, an equivalent combination of education and experience specifically preparing the candidate for success in the position.

Additional Information:

Roger Williams University is an affirmative action/equal opportunity employer and committed to a diverse workforce. All applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or any other basis protected by applicable state and federal law. For information on our Non-discrimination policy, visit [here](#).

*RWU prohibits all forms of discrimination on the basis of sex in its education programs and activities and is required by Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations not to discriminate in such a manner. Complaints of Title IX sexual harassment should be reported to the Title IX Coordinator at the contact information listed below. Details regarding the formal complaint process can be found here: [Title IX Sexual Harassment Policy and Procedures](#). All complaints of sexual harassment will be taken seriously and responded to promptly. **TITLE IX COORDINATOR:** Dr. Jen Stanley, 1 Old Ferry Road, Bristol, RI 02809 / Phone Number: (401) 254-3123 /Email Address: jstanley@rwu.edu*

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