



Adrian College

Position Title:	Intern Assistant ACHA Men's Division 1 Hockey Coach
Classification:	Athletics Department – Intern Assistant Coach
Education:	Bachelor's Degree required
Supervision Received:	General supervision; reports to the Head Coach
Supervision Exercised:	May coordinate activities of student employees
Work Schedule:	Full-time; 11-month contract position; some evening and weekend work is required; up to 50% travel
FLSA Classification:	Exempt

Example of Duties:

This position involves frequent verbal, written, and email correspondence with students, parents, faculty and staff. The successful candidate will:

- Recruit prospective student athletes for the ACHA Men's hockey program
- Assist the Head Coach with all aspects of coaching, program and team management, planning and executing practices, clipping game film and presenting to the team
- Coordinate the operations of a collegiate club hockey program
- Assist with in-season training and monitor the strength and conditioning programs
- Adhere to all ACHA and/or applicable NCAA rules and regulations
- Perform other duties as assigned

Minimum requirements:

- Bachelor's Degree
- Collegiate-level 2 + Years College playing or coaching experience and strong foundation in teaching technical and tactical aspects of the hockey game
- Must be able to perform duties within the normal bounds of an office environment as well as sit and stand for long periods of time

The requirements listed above are representative of the knowledge, skill, and/or ability required.

Desired Qualifications:

Previous collegiate coaching experience in hockey and knowledge of Adrian College policies and procedures is preferred. The successful candidate will be a self-starter who is able to work independently, has excellent organization and communication skills (orally and in writing) and will be someone who is able to interpret, apply and comply with all NCAA and/or rules and regulations. Desire to pursue a coaching career is also preferred.

Adrian College is an Equal Employment Opportunity Employer and women and minorities are encouraged to apply. If offered a position, finalists must furnish proof of U.S. citizenship or proof of eligibility to work in the U.S. within three (3) days of commencing employment.

Interested individuals should submit a cover letter, resume, and the contact information for three references to Doug Raymond (dougraymond@adrian.edu).