

Job Title: Women's Bowling Coach (Part-time)
Department: Athletics

Mercyhurst University is accepting applications for Head Women's Bowling Coach of a newly created program set to compete in 2019-20. The selected candidate will be responsible for the operation of all facets of a successful Division II women's bowling program. Duties include, but are not limited to, effective coaching and student-athlete development; recruiting, retaining and graduating student-athletes; timely planning of and working within a balanced budget; scheduling and conducting practices and competitions; staff supervision; community engagement activities; alumni engagement; and fundraising initiatives. The position will interact with various constituency groups both internal and external to the University.

Essential Duties and Responsibilities:

- Ensure that the Mercyhurst University bowling program conforms with the standards and requirements of the university, the NCAA and USBC guidelines
- Organize and conduct a recruitment program that will also retain qualified student-athletes at the collegiate level
- Team with the admissions and student financial services departments in a coordinated effort to attract student-athletes
- Supervise student-athletes' academic, personal and athletic development
- Plan practices and meet preparation
- Manage the bowling budget
- Promoting the bowling program to the public
- Other duties as assigned

Qualifications:

- Bachelor's degree required, Master's Degree preferred.
- Experience as a participant and demonstrated in-depth knowledge and understanding of the sport of bowling
- Excellent communication and organizational skills required
- Knowledge of college recruitment guidelines
- Experience and ability in budget development and management
- Demonstrated leadership and mentorship qualities

APPLICATION PROCESS: Review of applications will begin immediately and continue until the position is filled. Send cover letter, resume and 3 work-related references to:

Human Resources
Mercyhurst University
501 East 38th Street
Erie, PA 16546
hrinfo@mercyhurst.edu

Mercyhurst University is an Equal Opportunity Employer that encourages members of diverse groups to apply.