

## **Head Coach – Women’s Soccer (Mercyhurst North East)**

### **SUMMARY**

Direct and coordinate the planning, organizing and coaching of the Mercyhurst University North East Women's Soccer team.

### **DUTIES AND RESPONSIBILITIES**

- Recruits student athletes for soccer teams.
- Oversees soccer budget and monitors expenses.
- Schedule and run tryouts, practices, and games.
- Teach fundamental soccer skills and techniques.
- Monitor academic progress of soccer players and arrange for tutoring if necessary. Inform supervisor of athletes in academic trouble.
- Other duties as assigned.
- Provide leadership and instruction in the personal and athletic development of student athletes at Mercyhurst University.
- Direct and coordinate the activities of the Women's Soccer Staff to include the planning, organizing and coaching of the Mercyhurst University Women's Soccer team; ensure compliance with University, Conference and NCAA policies and regulations.
- Direct the Women's Soccer Staff in the preparation of analyses of opponent teams; analyze race statistics and tactical data of opponents and prepare game plans accordingly.
- Counsel team members in academic, disciplinary and personal matters; consult with University administration and faculty for resolution of problems as required.
- Determine fiscal requirements and prepare budgetary recommendations; monitor, verify and reconcile expenditures of budgeted funds.
- Direct various personnel functions including, but not limited to, hiring, performance appraisals, promotions, transfers and vacation schedules.
- Study, evaluate and implement innovations in Women's Soccer strategy and equipment.
- Represent the Mercyhurst University Athletic Department in professional, civic, charity and alumni events.
- Perform other related duties incidental to the work described herein.

### **EDUCATION AND EXPERIENCE**

- Bachelor's degree in Physical Education or related field (Master's degree in Kinesiology preferred); USFFA License preferred; Previous college coaching experience required - minimum of two years - elite (Olympic standard) preferred or equivalent combination of education and experience.
- Strong administrative and organizational skills
- Ability to communicate effectively in both oral and written form
- Leadership skills with energy, insight, enthusiasm and strong work ethic.
- Strong budget and fund-raising skills

### **KNOWLEDGE SKILLS AND ABILITIES**

- Ability to evaluate physical performance related to the inter-collegiate Women's Soccer program;
- Excellent written and oral communication skills required. Ability to effectively communicate both within and outside the College including, but not limited to, student athletes, parents, recruits, coaches, civic and business leaders required;
- Ability to work as a support individual within a group setting;
- Ability to provide effective leadership to student athletes to encourage both successful academic development and competitive performance.
- Must possess the physical skills necessary to demonstrate Soccer techniques.
- Current CDL license.  
Work Environment

Position involves both inside sedentary work and active work on the field in coaching and training situations with student athletes;

**Special Requirements**

- Must have current licensure for transportation of the team in vans or bus;
- Ability to work evenings and weekends;
- Must have current training in First-aid and CPR;
- Subject to a criminal background check prior to employment.

All Applicants must be eligible to work in the United States.

To apply for the position, please send resume, and three reference letters to:

Attn: Human Resources  
Mercyhurst University  
501 East 38th Street  
Erie, PA 16546  
Email: [hrinfo@mercyhurst.edu](mailto:hrinfo@mercyhurst.edu)

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