



MERCYHURST

UNIVERSITY

501 East 38th Street
Erie, PA 16546

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800-825-1926

mercyhurst.edu

Assistant Football Coach

Location: Erie

Department: Athletics

Reports to: Head Football Coach

Full Time

Classification: Administrative

POSITION SUMMARY

Mercyhurst University, a member of the NCAA Division II and Pennsylvania State Athletic Conference (PSAC), is currently seeking applications to fill an Assistant Football Coaching position. The assistant coach will assist with all aspects of an NCAA Division II Football Program. This includes scouting, recruiting, coordinating travel, managing budgets, planning & conducting training sessions, game-day responsibilities, camp creation and implementation, working with other members of the athletic department and community outreach. The assistant coach will assist in monitoring the academic progress, health, and wellness of all student-athletes participating in the football program. Lastly, the assistant coach must also attend coaches' clinics, workshops, conventions, and continuing NCAA rules and regulation trainings to stay current. Other duties will be assigned by Head Coach.

DUTIES AND RESPONSIBILITIES

Required Qualifications

- Bachelor's Degree; Master's Degree Preferred
- High level college coaching experience
- Knowledge of NCAA rules and regulations and a record of compliance
- Strong Verbal and Written skills
- Attention to Detail, Punctual, & Great Time Management Skills
- Positive Interpersonal Skills
- Strong Work Ethic; Team Oriented Attitude
- Must be available to work nights and weekends

Preferred Qualifications

- At least 3-4 years football experience at the Collegiate or Professional Level
- An established applicable recruiting network

- Experience with clinic/camp implementation
- Proficiency with Microsoft Office, Adobe Photo Shop, HUDL/XOS/DvSport Video Systems
- Ability to create and provide analysis using video or data

Mercyhurst University is a four-year, Catholic, liberal arts institution founded in 1926 by the Sisters of Mercy. It is in northwestern Pennsylvania along Lake Erie. A Mercyhurst education, inspired by the works and vision of the Sisters of Mercy aims at engaging students for life and at creating leaders in justice and service. Today Mercyhurst University is home to more than 3,000 undergraduate and graduate students seeking academic excellence, professional expertise, an environment of inclusiveness, and high expectations for growth and development of the whole person.

APPLICATION PROCESS

Interested Candidates should submit a cover letter, resume, and three references to:

Human Resources
Mercyhurst University
501 E. 38th Street,
Erie, PA 16546

or email hrinfo@mercyhurst.edu & Head Coach Ryan Riemedio (rriemedio@mercyhurst.edu).

Please place “Assistant Football Coach Search” in the subject line of the email. Review of applications will begin immediately and will continue until the position is filled. An offer of employment is contingent upon the successful completion of a background check.

Mercyhurst University values diversity and is committed to the goal of achieving equal opportunity for all. For that reason, Mercyhurst abides by federal, state and local law in admissions, employment and all services and programs provided.

Mercyhurst does not unlawfully discriminate on the basis of race, color, religion, creed, sex, citizenship status, ancestry, national or ethnic origin, age, familial status, sexual orientation, gender identity or expression, physical or mental disability, military or veteran status or any other legally protected characteristic or because of any individual’s legally protected activities.

Mercyhurst complies with federal, state and local legislation and regulations regarding nondiscrimination. This policy applies to faculty, administration and staff, applicants for employment, students and applicants for educational programs and activities.

Candidates must be currently eligible to work in the United States.