

JOB TITLE: Head Competitive Cheer Coach

DEPARTMENT: Athletics

REPORTS TO: Director of Athletics and Staff

POSITION SUMMARY: The head competitive cheer coach is responsible for building, recruiting and maintaining a competitive cheer program consistent with all of the goals of Mercyhurst University and the policies and procedures outlined in the Athletic Department Handbook

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Bachelor Degree required, Master's Degree preferred
- One year coaching and/or related experience

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Recruit and maintain a team of at least 30 (by year 3) student-athletes. Team members selected from the student body will not be considered "recruited" players unless approved by the Director of Athletics and the VP of Enrollment Services.
- Appropriately manage the overall program and competitive cheer scholarship budgets
- Appropriately manage the competitive cheer budget including expenses related to team travel, contest officials (when applicable) and team equipment.
- Manage all aspects of the competitive cheer program including the securing of officials (when applicable), the handling of all equipment and transportation to and from contests.
- Schedule and attend all contests as approved by the Director of Athletics. Must travel with the team unless alternate arrangements have been approved, in advance, by the Director of Athletics.
- Work with Facilities Management, Director and Assistant Director of Athletics to secure facility rentals when appropriate.
- Promote the academic success of student-athletes through support and encouragement of the resources available, including Writing Center, Math Lab etc.
- Attend all scheduled coaching staff meetings unless excused by the Director of Athletics in advance.
- Communicate with the Athletic Administration/Sport Supervisor as it relates to ordering equipment, planning for travel, etc.
- Work with Admissions/SFS as it relates to financial aid for recruits as well as campus tours and other recruiting needs.

SUPERVISORY DUTIES:

- Supervise and conduct all practices, attend all away contests with the team
- Supervise all contest preparation

- Supervise all fundraising with the approval of the Director of Athletics/Sport Supervisor

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 St
Erie, PA 16546
hrinfo@mercyhurst.edu

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

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