



Position: Graduate Assistant – Volleyball
Department: Athletics

The University of Pikeville (UPIKE), is seeking qualified candidates for the position of Graduate Assistant for Volleyball. Duties include administration in all phases of the programs, including recruiting, player-evaluation, practice planning and implementation, off-season conditioning, fund-raising, and scheduling, other coaching duties or administrative duties as assigned. The position is under the direct supervision of the Head Volleyball Coach.

Responsibilities:

1. Administrative duties in all phases of the program.
2. Assist with all phases of competitive NAIA compliant recruiting.
3. Evaluate prospective student-athletes through game, showcase, and video observation.
4. Execute and evaluate practice and game planning, including video coordination. Directly responsible for position skill development in assigned areas.
5. Practice planning and implementation.
6. Track, compile and disseminate scrimmage and match statistics.
7. Off season conditioning.
8. Assist the direction of camps, fundraising, and other program development activities.
9. Assist with arranging aspects of team travel, including but not limited to team meals for home and away contests and team lodging arrangements.
10. Assist Head Volleyball Coach with office and administrative duties as assigned.

Requirements:

- Bachelor's degree and enrolled full-time in a master's degree program at UPIKE and eligible for participation in the Graduate Assistant program (cumulative GPA of 3.0 or better preferred).
- Must be/remain in good standing with the University academically and judicially.
- Previous collegiate playing experience.

Knowledge/Skills/Ability:

- Knowledge of the rules and regulations established by the NAIA and the Mid-South Conference.

- Demonstrate an ability to improve coaching skills through personal research and innovative thinking.
- Proficient with Microsoft Office.
- Ability to communicate effectively with faculty, students, and staff.
- Self-motivated, flexible, and ability to work independently as well as in teams.
- Position requires a commitment to student confidentiality and may require occasional evening and/or weekend hours.
- Excellent oral and written communication skills.
- Attention to accuracy and detail.
- Excellent organizational and time management skills.
- Analytical, reasoning, and problem-solving skills.
- Commitment to integrity, excellence, learning, and community.

*** Graduate Assistants receive tuition waivers of up to 6 hours of classes per semester, housing & a meal plan. However, if the GA does not reside on campus, then he/she will receive a monthly stipend in lieu of room & board. The meal plan covers the actual number of weeks that classes are in session during the fall, spring, and summer semesters.*

Important Notes: Resume and other application materials will be reviewed to determine if you meet the required qualifications for the position. If it is determined that you meet the required qualifications, your application materials will be used to identify a top group of the most highly qualified candidates. Please, specifically address the qualifications, competencies and desired qualifications in your resume and application materials.

The University of Pikeville is committed to providing a safe and productive learning, living and working community. To achieve this goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include a criminal history record check, and when appropriate, a financial and/or motor vehicle history.

The University of Pikeville is an equal opportunity employer committed to assembling a diverse, broadly trained faculty and staff. The University of Pikeville does not discriminate on the basis of race, ethnicity, color, sex, gender, gender identity, sexual orientation, religion, national origin, age or disabilities in its programs, activities, hiring, or the admission of students.

For more information about the University of Pikeville, please visit <http://www.upike.edu>. Interested applicants should complete the online application by visiting <https://www.upike.edu/offices/human-resources/careers/>. In addition to the application, interested applicants are requested to attach to their application a letter of interest, current resume, and the contact information for three to five professional references.