



Position: Graduate Assistant – Softball  
Department: Athletics

The University of Pikeville (UPIKE), the Leading University in Central Appalachia, is actively seeking candidates for a Graduate Assistant Coach for our softball program. Candidates must have a commitment to upholding the academic and athletic mission of the University. The Graduate Assistant will assist in all areas of operations for the softball program, with an emphasis in working with the junior varsity program and catchers.

**Responsibilities:**

1. Teaching high level softball fundamentals and strategies to student-athletes.
2. Implement team and individual practice planning/activities as well as focus on player development and training.
3. Assist with scouting and game preparation and the recruitment of qualified student-athletes to the program.
4. Assist with fundraising, camps, and clinics.
5. Actively participate in community service involvement efforts.
6. Make team travel arrangements including but not limited to reservations for buses, vans, drivers and hotel accommodations.
7. Travel arrangements and campus tours for recruits.
8. Assist in recruiting and retention.
9. General office duties including pickup and drop off mail.

**Requirements:**

- Must have a minimum of Bachelor's degree and be accepted into graduate program at UPIKE.
- 1-2 years of experience with player skill development, game planning, and practice preparation preferred.
- Must be able to abide by the standards set by the Head Coach to maintain a high degree of trust and quality assurance.
- Must have strong interpersonal skills and an ability to communicate with all members of the College community.
- Must be familiar with creating online travel arrangements.

\*Graduate Assistants receive tuition waivers of up to 6 hours of classes per semester, a monthly stipend, housing & a meal plan. The meal plan covers the actual number of weeks that classes are in session during the fall and spring 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.

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.