



Position: Graduate Assistant – Baseball
Department: Athletics

The University of Pikeville in Pikeville, Kentucky is seeking a Graduate Assistant for Baseball within the Athletic Department. This is an exceptional opportunity for a motivated and accomplished leader to join an innovative department valuing academic and out-of-classroom experiences. The position would report to the Head Baseball Coach.

Responsibilities:

- Administrative duties in all phases of the program.
- Assistant will all phases of NAIA compliant recruiting.
- Ability to produce game day and recruiting graphics.
- Evaluate prospective student-athletes through game, showcase, and video observation
- Execute and evaluate practice and game planning, including video coordination. Directly responsible for position skill development in assigned area(s).
- Practice planning and implementation.
- Assist with the direction of camps, fundraising, and other program development activities.
- Scheduling: Assist with arranging aspects of team travel including but not limited to team meals for home and away contests and team lodging arrangements.
- Assist the Head Coach with office and administrative duties.
- Ability to help coach and lead the program's junior varsity program
- Recruiting athletically and academically quailed students.
- Retaining students in the program.
- Responsible to understand the expectations of the Athletic Department.
- Provides for the safety of students and coaches, facilities and equipment while conducting activities, practices, and competitions.
- Regularly attend and participate in department meetings and professional development opportunities.
- Collaborate with campus constituents to assess, provide and improve student experience related to Baseball.
- Understanding the culture of the Baseball program, athletic department and the campus.
- Understanding the NAIA eligibility rules.
- Operate university vehicles.
- Other Duties as assigned.

Relationships:

Position requires daily contact with UPIKE faculty, staff, students, parents, alumni, and community in order to develop magazine content. Relationships are maintained through various modes of communication including, but not limited to, e-mail, telephone, written and person-to-person contact.

Qualifications:

- Bachelor's Degree Required
- Be 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 able to follow the vision of the Program
- Must be able to work under challenging conditions and with others.
- Willing to work late/flexible hours.
- Excellent English communication skills, both written and oral.
- Ability to work with others and lead.
- Demonstrate sensitivity to students with diverse academic, socio-economic, cultural and ethnic backgrounds, including those with disabilities.
- Understand how to work successfully as a team within all levels of the organization and know how to contribute to the mission of the university.

***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.

For more information about the University of Pikeville, please visit <http://www.upike.edu> . Interested applicants should complete the online application by visiting the following website, <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 contact information for three to five professional references