Graduate Assistant - Cross Country and Track and Field

The University of Mary is accepting applications for the position of a Graduate Assistant for Cross Country/Track and Field coach beginning Fall 2018. The University of Mary, an NCAA Division II institution, competes in the Northern Sun Intercollegiate Conference. This graduate assistant individual will assist the Head Coach with all aspects of the program.

The Graduate Assistant will be primarily responsible for assisting the head coach of a competitive NCAA Division II Cross Country/Track and Field program in coaching male and female distance runners in cross country and track and field, meet management, recruitment (high priority), practice planning/management, and other duties as assigned. The successful candidate must be fully committed to all NCAA, Northern Sun, and University of Mary Athletics Department policies and procedures and will be expected to work cooperatively with all constituencies and campus units. A CDL license is also required by September 1st. The payment and education will be provided free of charge for this requirement.

Essential Roles and Responsibilities Include:

- Coordinates recruitment, setting up visits and follow-up meetings with potential student athletes
- Assists with developing our student athletes with skill development, academic, social skills, etc
- Assists with meet preparation, community events, travel, other office duties as assigned

This position also includes:

- Graduate Tuition
- Coaching Gear
- A stipend is provided
- A partial meal plan is provided

Qualifications include:

- Must meet eligibility requirements for admission to Graduate Studies at the University of Mary
- Must support higher education in a Benedictine tradition
- Bachelor’s degree required
- Working knowledge of NCAA rules, standards, practices, and procedures
- Previous experience as a cross country and/or track and field athlete or coach
- Previous experience in cross country, middle distance events (400-1500 meters), and distance events (3,000-10,000 meters) required
- Strong interpersonal skills
- Strong communication skills
- Upholds and promotes the Christian, Catholic, Benedictine mission of the University of Mary.
- Supports the ongoing implementation of *Ex Corde Ecclesiae*, the apostolic constitution on Catholic colleges and universities.
- Builds a culture of ready and earnest hospitality in the office of Athletics and throughout the university in accord with Saint Benedict’s admonition that *all be received as Christ*.

In keeping with the University’s strategic plan *Vision 2030*, this position requires thoughtful commitment to the University’s unique philosophy of collegiate athletics (please see http://www.umary.edu/SportAtMary). Candidates will want to demonstrate clearly in their application materials both an ability and a willingness to understand and champion this vision, which is the bringing together of sport and true virtue.

**University of Mary Marauders Athletics**

The University of Mary is a member of NCAA Division II and the Northern Sun Intercollegiate Conference and offers nine varsity sports for women and eight for men. U-Mary became an active member of the NCAA in 2007. The process took only three years after the NCAA waived the final two provisional years, making the University of Mary’s transition to active membership one of the quickest in the organization’s history. The Marauders began competing in the NSIC in the fall of 2006.

**Marauders History**

Athletics at the University of Mary began in 1970 when Fritz Fell was brought on board to start a men’s basketball program. Al Bortke succeeded Fell in 1973 as the men’s basketball coach and athletic director and over the next 36 years would develop an athletic program that enjoyed tremendous success at the NAIA level and later in NCAA Division II. After achieving a record of 335-156 in 16 years as the men’s basketball coach that included 11 20-win seasons, Bortke became U-Mary’s first full-time athletic director in 1989. During Bortke’s tenure, U-Mary grew from one varsity sport (men’s basketball) to 19, as the Marauders athletic program became a national power in the NAIA. A member of both the Marauders and NAIA athletic halls of fame, Bortke spearheaded the University of Mary’s move to NCAA Division II.

For more information on the University of Mary, please watch a short video by clicking on this link: [https://youtu.be/Go37Hy6QrVs](https://youtu.be/Go37Hy6QrVs)

We welcome your interest in joining the University of Mary. To apply, email a letter of interest and resume to employment@umary.edu or mail to University of Mary, Attn: Human Resources, 7500 University Drive, Bismarck, ND 58504.

Equal Opportunity Employer