**Definition of Class**
This professional position is responsible for social and personal development of student athletes. The incumbent cultivates life skills on and off the field by building relationships with student athletes to facilitate social, academic, career and personal development, attends practices and participates in game and practice preparation, coordinates practice squad selection, schedule and activity, analyzes game and practice tapes to make suggestions for improving student athlete productivity, and provides general day-to-day support of sport programs.

**Examples of Work Performed**
Interacts with student athletes and conducts individual meetings to build life plans that coordinates with student-athlete career paths. Communicates with departmental staff on plan to accomplish goals.

Secures practice squad to practice with the team throughout the year. Advertises and selects players to fill the squad.

Ensures that practice squad members follow NCAA guidelines and that components of the program are in accordance to NCAA guidelines.

Maintains practice squad schedule and informs squad members about team practices. Ensures squad members are properly attired for practice according to NCAA guidelines.

Assists academic liaisons by providing guidance and motivation to student athletes in academic and career pursuits to promote successful graduation and fulfilment of career plans.

Communicates practice time changes to ensure appropriate class attendance and tutoring session participation.

Attends practices and coach/staff meetings.

Analyzes game and practice tapes to determine player strengths and weaknesses. Brainstorms ideas to best assist student athletes with productivity during practice and in competition.

Builds individual plans for players to increase productivity for practice and competition.

Maintains open communication with coaches.

Assists with official and unofficial visits by attending meetings, providing assistance with transportations needs to and from the airport, and coordinating meals.

Assists in promoting sport programs on campus and nationally by attending meetings and representing coaches and/or staff.

Ensures assigned tasks are in compliance with University, SEC Conference, and NCAA rules.

Performs similar or related duties as assigned or required.
Essential Functions
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Cultivates life skills on and off the field to facilitate social, academic, career and personal development of student athletes.

2. Coordinates and maintains practice squad activities.

3. Provides general support for sport program, game and practice preparation, and official and unofficial visits.

Minimum Qualifications
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to The University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements might be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Physical Exertion: The incumbent may be required to lift up to approximately 25 pounds.

Vision: Requirements of this job include close vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is frequently required to talk and hear and reach with hands and arms. The incumbent is periodically required to use hands to finger, handle or feel objects, tools or controls. The incumbent is occasionally required to stand; walk; sit; climb or balance; and stoop, kneel, crouch or bend.

Experience/Educational Requirements:

Education:
Bachelor's Degree from an accredited four-year college or university.

AND

Experience:
Two (2) years of experience related to the above described duties.

Substitution Statement: Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

Interview Requirements
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.