



501 East 38th Street
Erie, PA 16546

814-824-2000
800-825-1926

Mercyhurst University is seeking a highly motivated individual to fill our Graduate Assistant Athletic Compliance position.

Compensation: The stipend is \$7,500 (9-months) in addition to a 100% tuition waiver. The student must maintain satisfactory academic progress: 3.0 GPA at a 75% completion rate.

Included but not limited to duties assigned by the Coordinator of Athletic Operations:

- Assist with all initial and transfer student-athlete academic certifications.
- Assist with continuing student-athlete eligibility certification as assigned
- Assist with competition reports to ensure accurate tracking of student-athlete participation and remaining eligibility.
- Responsible for maintaining all rosters in ARMS
- Assist with providing NCAA, conference rules, and club sport governing body interpretations.
- Works cooperatively with Office of Academic Affairs staff, coaches, and student-athletes to resolve and monitor academic-related issues.
- Other duties as assigned.

graduate degree program (<https://www.mercyhurst.edu/admissions-aid/grad>). Additionally, candidates should have a great work ethic, be open to learning, confident in current skills, and possess professional communication skills. Qualified applicants must have the availability to work evenings and weekends.

The ability to work in a fast-paced, deadline-driqriqriqriq3 609.7 Tm{d) 60 612 7CTm{aid)5 (/)-9 (g)-7 (r)-4 (ad).