

Job Opening – BK Selects Girls U19 Head Coach

Bishop Kearney High School is seeking a dedicated and experienced **BK Selects Girls U19 Head Coach** to join our elite residential hockey program. This is an exciting opportunity for an experienced hockey professional who is passionate about developing student-athletes both on and off the ice.

Job Title: BK Selects Girls U19 Head Coach

Reports To: Director of BK Selects Girls

Employment Status: Full-Time

Salary Range: \$_55___ – \$_90__ annually

Position Summary

The Bishop Kearney Selects Residential Hockey Program, in collaboration with Bishop Kearney High School, empowers young men and women to reach their full potential academically, athletically, spiritually, and socially through a college preparatory, elite athletics, and values-based Catholic education in a student-centered family atmosphere.

The BK Selects Girls U19 Head Coach is responsible for the overall success and development of the Elite Girls Hockey Program, including coaching, player development, recruitment, retention, college placement, and the overall well-being of student-athletes throughout the academic year.

The successful candidate will have extensive connections within the hockey community and a proven record of developing and recruiting high-level student-athletes.

Key Responsibilities

- Serve as Head Coach or Co-Head Coach of the Tier 1 U19 and/or U16 Girls Hockey Team.
- Develop and implement daily practices focused on individual skill development, team tactics, systems, and competitive preparation.

- Oversee, interview, and network with regional scouts and hockey organizations to identify and recruit qualified student-athletes.
- Develop strong relationships with coaches, parents, players, scouts, colleges, universities, and other hockey organizations.
- Lead the recruitment and retention of student-athletes for the BK Selects Girls Hockey Program.
- Assist with the college placement process for student-athletes, including developing relationships with colleges and universities throughout the United States.
- Properly supervise student-athletes on campus, during practices, games, tournaments, travel, and other program activities.
- Assist and support the Residence Program by supervising boarding students in the residence hall on a rotating basis, including weekdays, evenings, and weekends, as assigned.
- Transport students as needed for program-related activities, appointments, recruitment events, and other approved activities.
- Support and supervise evening, weekend, holiday, and recruitment-related activities throughout the school year.
- Assist with transportation and supervision of international and boarding students as needed.
- Represent Bishop Kearney and the BK Selects brand professionally at all times.
- Collaborate with school administration, faculty, athletic staff, residential life staff, and other stakeholders to support student-athlete success.
- Maintain accurate records and utilize data to support player development, recruitment, retention, and program decision-making.
- Follow all Bishop Kearney High School policies, procedures, and expectations.

Education & Experience

- Bachelor's degree preferred.
- Minimum of three years of comparable coaching, administrative, or hockey program experience preferred.
- Demonstrated experience coaching high-level youth, junior, collegiate, or elite hockey.
- Proven experience recruiting and developing student-athletes.

Required Skills & Qualifications

- Current USA Hockey coaching certification.
- Extensive hockey network at the youth, junior, college, and university levels.
- Proven track record of successfully recruiting and developing student-athletes.
- Strong knowledge of hockey development, systems, tactics, and player evaluation.
- Excellent verbal, written, interpersonal, and digital communication skills.
- Strong leadership, organizational, and motivational abilities.
- Ability to work collaboratively with multiple stakeholders across the organization.
- Ability to manage confidential and private information appropriately.
- Ability to simultaneously manage multiple initiatives, projects, events, and responsibilities.
- Ability to work independently and collaboratively with an entrepreneurial spirit.
- Strong computer skills, including Microsoft Office, Google Workspace, and Excel.
- Ability and willingness to travel extensively as required.

- Ability to represent Bishop Kearney professionally in the hockey community and broader community.

Language & Communication Skills

Must be comfortable and capable of representing Bishop Kearney in multiple professional, educational, athletic, and community contexts, both orally and in writing. The successful candidate must be able to communicate effectively with student-athletes, families, coaches, administrators, college personnel, scouts, and community partners.

Reasoning & Decision-Making

Ability to solve practical problems and deal effectively with a variety of situations where limited standardization may exist. Must demonstrate sound judgment, professionalism, discretion, and the ability to make decisions in the best interest of student-athletes and the program.

Certifications & Background Requirements

- USA Hockey certification required.
- AED/CPR certification required or must be obtained as required by the School.
- Successful completion of a background check.
- Successful completion of an MVR check.
- Required completion of Sexual Harassment Prevention Training.
- Required completion of Preventing Child Sexual Abuse Training.
- Required completion of Van Safety Training.
- Additional certifications or training may be required by Bishop Kearney High School.

Physical Demands

While performing the duties of this position, the employee is regularly required to stand, walk, sit, use hands, reach with hands and arms, talk, and hear. The employee may occasionally be required to lift and/or move 25–50 pounds. Specific vision abilities required include close vision, distance vision, and peripheral vision. Noise level is moderate.

Work Environment

The position operates across multiple environments, including the Bishop Kearney High School campus, residence halls, ice arenas, athletic facilities, and other locations associated with team travel and recruitment. Travel is required, including evenings, weekends, holidays, and overnight travel as necessary.

Benefits

Eligible full-time employees may receive a comprehensive benefits package, including:

- **Health Insurance**
- **Dental Insurance**
- **Vision Insurance**
- **403(b) Retirement Plan**
- **Health Savings Account (HSA)**
- **Life Insurance**
- **Paid Time Off (PTO)**
- **Tuition Discount**
- Additional employee benefits and programs in accordance with Bishop Kearney High School policies and eligibility requirements.

About Bishop Kearney

Bishop Kearney High School celebrates the variety of cultures, backgrounds, beliefs, and perspectives that each member brings to our community. We are

committed to building and sustaining an inclusive and equitable environment where our students can learn and thrive and where our faculty and staff can work, grow, and develop professionally.

Every member of the Bishop Kearney community contributes to the overall success of our school, our students, and our programs.

To Apply

Interested candidates should submit a resume and cover letter to Genna Galione Director of Human Resources ggalione@ [bkhs.org](mailto:ggalione@bkhs.org) and Director of BK Selects Girls Hockey Cari Coen at ccoe@bkhsonline.org for consideration.

Bishop Kearney High School is an equal opportunity employer.