

BAYLOR[®]

SPORT MANAGEMENT

Sport Management Graduate Program



Graduate Assistant Program for American Football Coaches Association

Initiated in the fall of 2013, the AFCA Graduate Assistantship Program has been developed to create two to three (2-3) two-year paid apprenticeship experiences within specific areas of sport and event management under the mentorship of established leaders in the field. Students in this program are selected from a national search process and complete a 36 credit-hour master's degree in Sport Management while simultaneously completing their graduate assistantship duties as their field experience in the program. This program uniquely combines theoretical sport management perspectives, current research, and top caliber practical experience within one of the nation's leading professional associations.

Compensation for these work duties will be provided by the AFCA throughout the three academic terms of the year, and tuition remission/discount would be provided from the graduate school at 80% of tuition costs.

General Expectations:

- Work diligently and professionally
- Meet established deadlines
- Communicate regularly on progress on assigned tasks
- Report for work on time and in the appropriate professional attire
- Complete 29 hours of service each week to the designated assignment within the AFCA
- Maintain academic performance standards throughout the program
- Promote the program positively throughout the campus and the Waco community

Specific Job Duties and Expectations

Job Title: **Graduate Assistant for AFCA**

Work Supervisor: Mario Price, Director of Coaching Education

Office Location: American Football Coaches Association Office

Expected Job Duties:

- Assists the AFCA Director of Coaching Education in all tasks as assigned
- Support all full-time & part-time AFCA staff members upon request
- Quality control of all educational materials and communications
- Assist in the planning and execution of all convention related tasks
- Provide educational opportunities for AFCA membership
- Stay current on issues and trends within the game and profession
- Membership development
- Promote the game and the profession to the public
- Assist with content development for the AFCA Online Library
- Support the cleanliness of the AFCA office and surrounding area