



OFFICE OF HUMAN RESOURCES

T: 513-529-3131
MiamiOH.edu/HR

December 15, 2025

Joan Carol
,

Dear Joan,

On behalf of President Gregory P. Crawford, it is my pleasure to offer you the following position effective **February 1, 2026**. This is an unclassified Temporary (Fixed Term) staff appointment. The terms and conditions are outlined below:

Job Title:	Assistant Coach Field Hockey
Department:	Field Hockey Program
Primary Campus:	Oxford
Salary:	\$46,000.00
Time Type:	Full time
Duration of Appointment:	12 months
End Date of Appointment:	January 31, 2027
University Provided Benefits:	Yes

Effective **February 1, 2026**, you will be eligible for benefits currently available to employees of Miami University. Detailed information on benefits and eligibility can be found on the [Total Compensation](#) page, and information regarding retirement plans can be found on the [Choosing a Plan](#) page, both on the Office of Human Resources website. Employee Benefits & Wellness will email information regarding your university benefits once you have accepted this offer.

Additional Terms

This position is contingent upon the successful verification of the educational information provided on your resume or curriculum vitae and/or employment application. Should there be a problem with this information, you will be contacted. Otherwise, employment will proceed as outlined in this letter.

In the event you need work authorization to hold this appointment or any subsequent re-appointment, Miami University reserves the right to withdraw and terminate this offer, or an offer of re-appointment, if authorization to begin or continue employment is not obtained at least 21 days prior to the start date of the appointment. In making this determination, Miami University may consider a variety of factors, including but not limited to, the likelihood you will not receive authorization to begin your employment in a timely manner and the effect on students, faculty, and staff and the efficient operation of the University.

Your appointment is, of course, subject to applicable rules, regulations, and procedures of Miami University as now in effect and hereafter amended, directives of the President, and actions of the Board of Trustees. This appointment is also subject to all applicable laws and regulations, including Ohio's Ethics laws. The included Miami University Terms of Employment sets forth additional terms of employment and is incorporated herein by reference. Please review

carefully, as you will be responsible for meeting the terms and employment requirements as elaborated. The documents included and this letter contain all the terms of our offer of employment. There are no other understandings or agreements, verbal or otherwise, in relation thereto between the University and you except as expressly set forth herein.

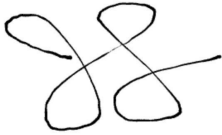
You will also be required to complete the Ethics Survey and External Service Disclosure on an annual basis.

Please also review [Miami University's Mission and Commitment Statements](#).

If these terms are acceptable to you, please indicate your acceptance.

Congratulations on your new position! We hope that you will find continued professional and personal success at Miami.

Sincerely,

A handwritten signature in black ink, consisting of a stylized 'J' and 'P' intertwined, followed by a horizontal line.

Jessica S. Palatka, SPHR, SHRM-SCP
Vice President and Chief Human Resources Officer
Miami University