



**Assistant Director, Compliance
The Ohio State University
Department of Athletics**



The Assistant Director of Compliance serves as a member of the compliance team that is committed to excellence and advancing Department of Athletics through its strategic plan. The position reports to the Associate Athletics Director and Assistant Athletics Director for Compliance, and works in conjunction with the compliance staff to implement NCAA, Big Ten and The Ohio State University regulations. Responsibilities include, but are not limited to providing interpretive assistance to coaches, administrators and student-athletes, assisting in the preparation and organization of required NCAA and Big Ten Conference forms and reports; assisting with rules education; assisting with monitoring efforts in the areas of recruiting activities, student-athlete employment, initial and continuing eligibility, financial aid, and playing season regulations and other duties as assigned. This position works in a fast-paced creative and collaborative team environment where change is embraced and innovation is encouraged.

Bachelor's Degree is required; J.D., or Master's Degree is desired. Experience in an Athletic compliance setting at an institutional, conference or national association level is required. Position requires strong computer skills, strong analytical skills, well-developed written and oral communication skills, and the ability to balance multiple projects. Must have successful experience working in a collaborative and team oriented environment and act with integrity and personal accountability.

The deadline for applications is Sunday, February 19, 2012. All interested candidates must complete an on line application for position requisition 366086 at <http://jobs.osu.edu>. To build a diverse workforce, Ohio State encourages applications from individuals with disabilities, minorities, veterans and women. EEO/AA employer.