



## **Director of Athletics**

The State University of New York College at Old Westbury invites applications for the position of Director of Athletics. Reporting to the Vice President for Student Affairs, the Director of Athletics is responsible for the overall administration and supervision of all phases of athletics at the Division III level at the College including: intercollegiate, intramural, club and recreational activities. The Director's responsibilities include: administer all facets of the University athletic program including budget management, fund raising, promotions, athletic staff supervision, recreation facility management, scheduling and public relations. The Director of Athletics is responsible to administer the intercollegiate athletic program in accordance with NCAA, Skyline Conference and College policies; facilitate compliance activities including monitoring and coordinating rules compliance and certification eligibility for all freshmen, returning and transfer student-athletes. The Director will supervise management of the equipment room and its personnel; in consultation with the Intercollegiate Athletic Board, plan, develop and implement the general athletic philosophy and policies of the College; supervise the operation of the intramural program and club sports, supervise and evaluate the activities of academic and administrative personnel responsible for athletic activities; oversee the scheduling and care of the facilities utilized for intercollegiate athletics, intramural sports, and recreation programs; assume responsibility for affirmative action efforts and adherence to policies in the recruitment, hiring, and promotion of staff; perform other duties and responsibilities as required.

**QUALIFICATIONS:** Master's degree plus five years progressively responsible experience in college athletics, academic administration, and/or coaching required. The successful candidate must be authorized to work in the United States. Other requirements include demonstrated ability and strong record of commitment to education values, impressive interpersonal managerial skills, ability to work effectively with diverse groups and individuals, fundraising and promotion, budget management, the philosophy of NCAA Division III athletics on which athletics is based and a commitment to institutional goals of the College. The successful candidate must have experience with multicultural student body populations and sound interpersonal, organizational, and communication skills.

**TO APPLY:** Send letter of interest, resume, names and telephone numbers of three references by March 1, 2012 to: SUNY College at Old Westbury, Office of Human Resources, Search Committee: ATHLD-NACDA, P.O. Box 210, Old Westbury, New York 11568, or e-mail application materials as attachments in MS Word format (only if application to include attachments total less than 15 pages) to: [hrsearch@oldwestbury.edu](mailto:hrsearch@oldwestbury.edu)

**The State University of New York College at Old Westbury is an Equal Opportunity/Affirmative Action Employer.**