



## DIRECTOR OF ATHLETICS

### THE OPPORTUNITY

California State University, Stanislaus is pleased to announce the following position announcement for the **Director of Athletics** and invites nominations or applications.

### THE UNIVERSITY

California State University, Stanislaus (Stanislaus State) serves a diverse student body of 10,000 in the Central Valley — a beautiful 228-acre campus in Turlock. Serving the San Joaquin Valley, the University is a critical educational resource for a six-county region of approximately 1.5 million people. Widely recognized for its quality academic programs, the University has 10 nationally accredited programs and approximately 400 full-time faculty. Over eighty percent of full-time faculty members hold doctorates or terminal degrees in their fields. The University offers a rich mix of 41 undergraduate majors, 24 master's programs, seven post-graduate credentials, and a doctorate in educational leadership. New instructional facilities have been built for the unique pedagogy of professional programs, laboratory sciences, and performing arts. Stanislaus State will adopt a new strategic plan in the fall of 2017. Dr. Ellen Junn has begun her second year as President of the University, and she has brought a bold, new vision for its future.

The University continues to receive national recognition with its ranking as one of the best 373 colleges in the nation by The Princeton Review. The University was one of 12 public universities in the nation to be recognized by the American Association of State Colleges and Universities for demonstrating exceptional performance in retention and graduation rates. In addition, U.S. News and World Report ranks Stanislaus State as one of the "Top Public Universities-Master" institutions in the West in its America's Best Colleges ratings, and Money ranks Stanislaus State as the top value-added public university in the country. Stanislaus State also is recognized as a Hispanic-Serving Institution (HSI) by the U.S. Department of Education. Additional information is available at [www.csustan.edu](http://www.csustan.edu).

Stanislaus State is a member of the NCAA Division II and fields 14 men's and women's athletics teams in the California Collegiate Athletic Association (CCAA). Stanislaus State teams are nationally competitive and consistently compete for conference championships while maintaining high academic standards for the approximately 300 student-athletes.

Stanislaus State features some of the best sports facilities in the West Region for a NCAA DII program. Its crown jewel is the \$16 million Student Recreation Complex which features Warrior Stadium, home to the soccer and track and field programs. With its perfectly conditioned playing surface and the latest all-weather track, Warrior Stadium hosted 12 champion events in soccer and track & field since its 2009 grand opening. In 2011, Stanislaus State was the site of the NCAA Outdoor Track & Field Championships. The newly renovated Ed & Bertha Fitzpatrick Arena and the cozy confines of the Warrior Baseball Field are also considered two of the better venues in the CCAA.

Additional information is available on the Athletics' website at [www.warriorathletics.com](http://www.warriorathletics.com).

### THE POSITION

The Director of the Department of Intercollegiate Athletics is a full-time, 12-month position that reports directly to the Vice President for Student Affairs. The Director works closely with the VPSA and serves as the chief administrative officer of the department. The Director of Athletics provides leadership, direction, and operational management for the Department of Intercollegiate Athletics and all aspects of the University's NCAA Division II athletic program for men and women. The Director supervises and evaluates departmental personnel and provides opportunities for staff training and professional development.

The incumbent is responsible for providing leadership in strengthening and maintaining commitment to the mission of Stanislaus State's intercollegiate athletics as a co-curricular program for the educational benefit of the student athletes in which success is defined in terms of academic achievement as well as success on the playing field. The Director of Athletics is a member of the Vice President's senior management team, reports directly to the Vice President of Student Affairs and is committed to shared governance, participative management, sustainability, and diversity.

## Duties and Responsibilities

The essential duties and responsibilities of the successful candidate include but are not limited to the following areas of leadership:

- Recruit, hire, supervise, evaluate, and terminate coaches and administrative staff within the Department of Intercollegiate Athletics.
- Develop and maintain the highest level of sports programming for men's and women's athletics teams.
- Oversee all home athletic contests, including the preparation of facilities, equipment, officials, and personnel involved with the athletic event.
- Provide senior administrative leadership for the University athletic council and committee on student athletes.
- Assure that the University maintains full compliance with all CCAA and NCAA standards, rules, and regulations, including Title IX/gender equity and conformance with Cal-NOW gender equity requirements.
- Oversee risk management of the intercollegiate athletics program and coordination with campus entities to manage risk.
- Collaborate with faculty, staff and administrators to develop and implement appropriate strategies and policies to ensure that student-athletes make appropriate academic progress, earn degrees, and continually improve retention and graduation rates.
- Set high expectations for academic performance and provide leadership to exceed minimum Academic Progress Ratings (APR).
- Represent and lead the University in CCAA and NCAA Division II conferences.
- Take a leadership role in the NCAA Institutional Certification Process and reporting.
- Review and contribute to long range plans to enhance the intercollegiate athletics program's facilities and coordinate a plan to fund these projects.
- Communicate effectively and openly with all members of the University community, including alumni.
- Serve as a member of the Student Affairs Leadership Team and develop programs that contribute to a vibrant student life on campus.

Additionally, the successful candidate's essential duties and responsibilities include but are not limited to the following areas of budgeting and fundraising:

- Raise funds for the athletic program with assistance from and coordination with University Advancement. Focus will be placed on community, corporate, and University sponsorships for athletic programs and scholarships, special events, membership drives, and other gate-generating and revenue opportunities.
- Market athletic programs and the University to both internal and external constituencies.
- Develop and manage a balanced annual operating budget encompassing all revenues and expenditures.
- Actively work in the community to promote the athletic program, which may include public speaking engagements, identifying potential donors, workshops, etc.

*The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. May need to sit or work at a computer terminal for long periods of time on projects. Will be required to travel across campus to other offices or buildings and will be required to travel off campus. Occasionally may need to lift approximately 10-50 pounds. Weekend and evening work required. May be subject to extreme temperatures. The environment is a typical office environment and standing or moving and indoor/outdoor events for long periods during fall, winter, and spring.*

## **THE REQUIREMENTS OF THE POSITION**

The candidate must have a bachelor's degree in sports administration, business management, or public administration or related field plus six years of progressively responsible, related work experience which includes a minimum of three years leading and/or supervising the work of others. A master's degree, coaching experience and familiarity with NCAA regulations is preferred.

The successful candidate must have a proven record of accomplishment in intercollegiate athletic administration. Emphasis will be placed on a record of accomplishment in managing and leading people and teams, with emphasis on resource development including fundraising, marketing, community business development and relationship building. The successful candidate must possess excellent oral, written and interpersonal communication skills. The candidate must also present evidence of involvement with his/her external community.

The successful candidate must possess a demonstrated comprehensive understanding of intercollegiate athletics and sports management within higher education and an understanding of the role of intercollegiate athletics in the context of a small predominantly undergraduate, liberal arts institution.

- Understanding of CCAA and NCAA rules and regulations, able to lead by example, sound judgement, creativity, management, problem-solving skills, flexibility, and the ability to build and manage a team of coaches and administrative personnel.
- Outstanding fundraising and marketing skills and community relationships.
- Commitment to and an understanding of a learning-centered academic environment.
- Excellent written and oral communication skills as well as a clearly articulated vision and philosophy of the role of intercollegiate athletics in University life.
- Personal commitment to the highest standards of integrity, the ability to instill the same among coaches and student athletes, and assure that the integrity of Stanislaus State athletics is at the highest level.
- Demonstrated appropriate professional behavior, treating others with civility and respect, and refusing to tolerate abusive conduct is expected.
- Commitment to excellence, diversity, gender equity, and integrity.
- A background check (which may include: checks of employment records, education records, criminal records, civil records, motor vehicle records, professional licenses, and sex offender registries, as position requires) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

#### Preferred Qualifications

The successful candidate would also possess the following preferred qualifications:

- Demonstrated ability to recruit and supervise coaches and administrative staff.
- Proven ability to recruit, motivate, and retain athletes.
- Documented success in the areas of fundraising, marketing and promotions.
- Proven ability to oversee and balance a complex budget.
- Ability to work effectively and build strong alliances internally and externally with a broad range of individuals.

**Salary:** Salary will be commensurate with education and experience. This is a 12-month, full-time, CSU Management Personnel Plan (MPP) position with an excellent benefits package. For detailed information on management benefits please refer to the following benefit web page: <http://www.calstate.edu/hrs/benefits/documents/management-personnel-plan-mpp-benefits-summary.pdf>

**Anticipated Starting Date and Application Procedure:** The position will remain open until filled. Initial screening of candidates will begin the week of January 30, 2018. The start date for the successful candidate will be no later than July 1, 2018 with some flexibility to have an earlier start date.

Applicants must submit electronically a resume and cover letter and as well as names and contact information for five professional references in one pdf document addressing qualifications to StanislausStateAD@gmail.com. For questions or inquires, prospective candidates may contact Dr. Kurt Patberg, Senior Vice President of Athletics Staffing and Consultants at kpatberg.ASC@gmail.com.

#### **UNIVERSITY POLICIES**

Applicants requiring necessary accommodations to the application process may contact the Human Resources Department at (209) 667-3351. California Relay Service is available at (800) 735-2922 voice and (800) 735-2929 TDD. As a federal contractor, we are committed to attracting a diverse applicant pool. Please consider completing the Voluntary Self-Identification of Disability form (responses will not be shared with the search committee) at: [http://www.dol.gov/ofccp/regs/compliance/sec503/Voluntary\\_Self-Identification\\_of\\_Disability\\_CC-305\\_SD\\_Edit1.24.14.pdf](http://www.dol.gov/ofccp/regs/compliance/sec503/Voluntary_Self-Identification_of_Disability_CC-305_SD_Edit1.24.14.pdf).

Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Annual Security Report (ASR), is now available for viewing at <https://www.csustan.edu/annual-campus-security-report>. The ASR contains the current security and safety-related policy statements, emergency preparedness and evacuation information, crime prevention and sexual assault prevention information, and drug and alcohol prevention programming. The ASR also contains statistics of Clery Act crimes for Stanislaus State for the previous three years. A paper copy of the ASR is available upon request by contacting the Office of the Clery Director located at One University Circle, Turlock, CA 95382, or by calling 209-667-3572.

A background check (which includes checks of employment records, education records, criminal records, civil records; and may include motor vehicle records, professional licenses, and sex offender registries, as position requires) must be completed satisfactorily before any candidate can be offered a position with CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position. In addition, this position may be designated under the California State University's Conflict of Interest Code and, if so, will be subject to filing the Fair Political Practices Commission Form 700.

## **EQUAL EMPLOYMENT OPPORTUNITY**

The university is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, national origin, sex, sexual orientation, covered veteran status, or any other protected status. All qualified individuals are encouraged to apply. CSU Stanislaus hires only individuals lawfully authorized to work in the United States. The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

Posted: November 27, 2017