

**DAVIDSON COLLEGE
JOB DESCRIPTION**

TITLE: Director of Athletics

POSITION #: D00001

DEPARTMENT: Athletics

JOB FAMILY: Athletics

REPORTS TO: President

GRADE: 11

FLSA: E

BASIC FUNCTION: Provide leadership and direction to all facets of Davidson College's Athletic Program within the framework of policies and procedures established by the Board of Trustees, the President of the College, the Southern Conference and the NCAA.

ESSENTIAL FUNCTIONS:

- Recommend, implement and direct the College's participation in intercollegiate programs.
- Develop and maintain a viable Physical Education Program for all students at Davidson College.
- Recruit, contract for, observe and evaluate all coaches and administrators required to operate an effective Athletic Program.
- Provide an efficient organization with clearly defined lines of authority and delineation of responsibility.
- Maintain an active liaison with the administration, faculty, Trustees, and students to coordinate Athletic Department activities.
- Works in close coordination with the Executive Director of the Wildcat Club, the Office of Institutional Advancement and the Davidson College Alumni Association, to carry out fundraising activities in support of the intercollegiate athletic programs. Make personal appearances as required.
- In conjunction with senior advisors and Admissions /Student Services liaisons, strives to develop and maintain a quality athletic program that meets the academic need of student athletes, e.g. counseling, tutorial assistance, academic advising, etc.
- Ensure compliance with NCAA, Conference, and College rules and regulations as well as for your staff.

WORKING CONDITIONS: Office environment. Continuous travel.

EDUCATION AND EXPERIENCE REQUIREMENTS: Master's degree; 7-10 years experience in higher education athletic programs.

Revised 7/19/99