



State University of New York
ERIE COMMUNITY COLLEGE

Announcement of Professional Vacancy

#515-01-02-2006

FEBRUARY 13, 2006

ASSOCIATE VICE PRESIDENT FOR ATHLETICS, RECREATION AND INTRAMURAL SPORTS

STUDENT SERVICES FULL-TIME SALARY \$75,000

DESCRIPTION: The work involves formulation of policies and procedures, budget development, administration, supervision and direction of the Erie Community College Department of Athletics, Recreation and Intramurals and its programs within the mission of the College under the general direction of the Executive Vice President of Student Affairs. General or direct supervision is exercised over other administrators in a lower class; Does related work as required.

REQUIREMENTS: Thorough knowledge of educational administration and general student services methods; good knowledge of athletic programs administration; good knowledge of athletic coaching techniques and procedures; ability to administer athletic programs; ability to relate to student athletes in resident hall environment; ability to coordinate and direct the work of others; good organizational ability; sound professional judgment; courtesy; tact; physically capable of performing the essential functions of the position with or without reasonable accommodation.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited registered college or university with a Master's degree in Educational Administration or Student Personnel Administration and six (6) years of experience in student service and/or athletic administration, five (5) years of which must have been in a responsible educational administrative or supervisory capacity. Experience in fund raising and developing of partnerships preferred. Pertinent non-academic experience is also taken into consideration.

Send cover letter referencing Job #515-01, resume, ECC Application, Official Transcripts and three (3) Letters of Recommendation by: March 14, 2006

Director of Human Resources

716-851-1840

Mail to: HUMAN RESOURCES
ERIE COMMUNITY COLLEGE
4041 SOUTHWESTERN BOULEVARD
ORCHARD PARK, NY 14127-2199

For immediate access to ECC Application go to www.ecc.edu, Go to Quick Links, Click on Jobs at ECC

Erie Community College is an Equal Opportunity Employer. Women, members of minority groups, persons with disabilities, and Vietnam Era veterans are encouraged to apply.