



State University of New York
ERIE COMMUNITY COLLEGE

Announcement of Professional Vacancy

515-01-09-2007

September 27, 2007

ASSISTANT DIRECTOR OF ATHLETICS (AAECC)

ATHLETICS DEPARTMENT/STUDENT SERVICES

FULL-TIME/TEMPORARY JOB GROUP XII SALARY \$ 46,508

DESCRIPTION: The work involves assisting the direction of the athletics program of a community college with an emphasis on National Junior College Athletic Association (NJCAA) compliance and eligibility and the overall supervision of the department's academic mentoring program. Under the general direction of the Director of Athletics of the college, the incumbent is responsible for administering and coordinating specific aspects of the athletics program. Supervision is exercised over subordinate employees. Does related work as required.

REQUIREMENTS: Thorough knowledge of the National Junior College Athletic Association (NJCAA) rules of eligibility and compliance; strong knowledge of an athletics department's academic mentoring program; good knowledge of athletic programs administration; good knowledge of athletic coaching, techniques and procedures; ability to administer athletic programs; ability to coach at college level; ability to coordinate and direct the work of others; initiative; 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 Bachelor's degree in health, physical education or recreation and three years of coaching, physical education teaching, or physical education administrative experience at the collegiate level.

Send cover letter referencing Job#515-01, ECC Application, resume, unofficial transcripts by: October 26, 2007
(Official transcripts required prior to employment)

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 Jobs at ECC, Click on Job Postings, Click application

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