



Sweet Briar College is a liberal arts college for women of consequence, located in the foothills of Virginia's Blue Ridge Mountains approximately 12 miles north of Lynchburg and 54 miles south of Charlottesville. Founded in 1901, the College boasts a modern core curriculum focused on women's leadership in the 21st century and undergraduate programs in the arts, sciences and humanities, as well as a Master of Arts in Teaching. It is one of only two women's colleges in the United States with an ABET-accredited engineering degree. As an Equal Opportunity Employer, Sweet Briar College is committed to enhancing our community and encourages applications from qualified individuals with varied backgrounds, experiences and ideas who would increase the diversity of the College.

Job Title: Athletics Director

Classification: Exempt

Reports To: College President

Job Summary/Objective: The Athletics Director provides leadership and vision to the Physical Education and Athletics Department, directing and coordinating the development and administration of all athletic programs in compliance with NCAA and ODAC regulations. The Athletics Director will provide visionary leadership to all aspects of the Athletics department including sustained competitiveness, academic achievement, targeted recruitment of diverse employees and students, fundraising, utilization of facilities for auxiliary revenue, budget management, collaboration with the Communications and Enrollment team, and the overall student-athlete experience.

The successful candidate will:

1. Understand how to leverage athletics as a recruiting and leadership tool for the growth and advancement of the College
2. Foster an environment rooted in high standards of integrity, teamwork, athletic excellence and academic success
3. Develop excellent relationships with internal and external constituents
4. Direct, mentor, and hire talent committed not only to sustained competitiveness, but also to the welfare of a diverse student-athlete population
5. Understand the strategies to effectively leverage the College's Fitness and Athletics Center and talent resources for clinics and workshops, throughout the year, to generate revenue and attract students to the campus

Position Type/Expected Work Hours: Full time, flexible hours including nights and weekends. 12-month position.

Supervisory Responsibilities:

- Athletics coaches, Athletics Trainer, Building Management, and Student Employees.

Essential Responsibilities:

- Support the College's mission and vision of educating women of consequence with an emphasis on student academic success, leadership development, and wellness
- Develop plans for the future direction and growth of the department, making recommendations to the President in alignment with the College's strategic goals
- Ensure compliance with NCAA, ODAC, and Title IX regulations
- Hire, supervise, and evaluate coaches and other Athletics department staff
- Fiscal responsibility including the preparation and management of the annual operating budget, equipment, and facilities budgeting
- Provides leadership and oversight of head coaches in all aspects of their program including goal setting, supervision, planning, recruiting, scheduling (practice, competition, travel and training trips), and professional development
- Work closely with the Vice President for Communications and Enrollment Management on messaging strategy, marketing activities and recruitment
- Foster an environment of learning and development for all members of the department; participates in professional development opportunities provided by the College, department and external associations
- Collaborate with Alumnae Relations and Development in seeking fundraising opportunities for the department
- Support the brand of the College and lead by example as a brand ambassador
- Collaborate with other departments on campus while promoting a culture of shared responsibility and success
- Establish and maintain effective working relationships and communications with faculty, administrators, staff, students, student organizations, alumni, friends, and the local Amherst community

Required Qualifications:

- Bachelor's Degree in related field
- Five years of progressive experience leading collegiate athletics
- Previous experience and strategies to supervise diverse populations successfully
- Experience with database management functions and student-athlete recruiting strategies (e.g. Front Rush)
- Demonstrated commitment to academic excellence and the ability to work effectively with many different constituencies from an accredited college or university

Preferred Qualifications:

- Master's Degree in related field
- Significant, successful experience in the administration of intercollegiate athletics or comparable managerial experience is preferred

Work Environment: Various work environments, ranging from seasonal outdoor work with teams to administrative responsibilities in an office environment

Physical Demands: Moderate activity; must be able to work effectively with student-athletes and lift up to 20 pounds on occasion

Travel: Represent Sweet Briar College at local, regional and national athletics meetings and conferences, as well as applicable collegiate athletic contests

Deadline for Submission: Priority deadline is May 31 at 5:00 pm.

Other Duties: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

How to Apply: If applying for a faculty or staff position, please submit a **Sweet Briar College employment application**, cover letter, résumé and three professional references to athleticsdir@sb.edu.