



Co-Curricular Description

To assist in the development of the Department's coordination of college athletics and coordination of the College Sports Program

- Assist the Director of Athletics in the administration, development and implementation of the college's program
- Maintain knowledge of NCAA Division I rules and regulations concerning eligibility, transfers, non-academic standards, and recruitment
- Assist in the development of the college's athletic department and operation of the program
- Assist in the development of the college's program of intercollegiate athletics
- Coordinate the development of the college's program of intercollegiate athletics, including the development of the college's program of intercollegiate athletics
- Manage, report and promote sports information through the phone and other media, including the college's website, press releases, and other media
- Coordinate the development of the college's program of intercollegiate athletics and coordinate the college's program of intercollegiate athletics

General information received from the Director of Athletics

Bachelor's degree required Master's degree preferred