

**Administrative Vacancy Notice**

Position	Director of Athletics
Rank, Salary, Terms	Full time position. Salary placement is based on an evaluation of education and experience.
Appointment Date	May 1, 2007 or a date to be negotiated.
Application Deadline	Review of applications will begin February 16, 2007 and will continue until the position is filled.
Position Description	SMSU is an NCAA Division II institution with memberships in the Northern Sun Intercollegiate Conference, Central Intercollegiate Wheelchair Conference, and National Wheelchair Basketball Association. Reporting to the President, the Director will provide management leadership in all phases of intercollegiate athletics with special priority on student recruitment, retention, and fund raising. The Director will also be responsible for marketing and promotion of intercollegiate activities and management of the recreational and athletic facilities. The Director serves on the President's Cabinet and, depending upon qualifications, may also be assigned duties within university advancement or other areas. Staffing in Athletics includes a mix of recently hired coaches and those with several years of successful experience at SMSU, several graduate assistants, and experienced support personnel.
Qualifications	Master's degree is required with emphasis in Athletic Administration, Physical Education, Education Administration or related field at the undergraduate and/or graduate level. Demonstrated successful experience in athletic fund raising, student recruiting and retention are priority requirements. Five years of relevant administrative, fund-raising, student recruitment and/or facility management experience is required. Evidence of skills in fiscal planning, personnel management, effective written/oral communication, commitment to student-athletes, NCAA compliance, short/long range planning and good public relations must be reflected in the application. Demonstrated commitment to gender equity, diversity and Title IX. Demonstrated ability to maintain effective and collaborative working relationships with internal and external constituents and community partners. Must have an understanding of and appreciation for liberal education.

The University: Southwest Minnesota State University is one of seven universities in the Minnesota State Colleges and Universities system. SMSU gives highest priority to excellence in teaching and preparing students to be lifelong learners through quality undergraduate teaching/advising and close student/faculty relationships. The University has received the number one rank in its category from *U.S. News & World Report* for nine consecutive years. Its mission, dating back to 1967, provides access to university-level programs in liberal arts & professional studies. The University has a special commitment to the educational needs of the people in its service region reflected through its curricula, cultural programs, diversity of staff and students, cooperative relationships with the public and private sectors, and regional institutions. The 216-acre campus encompasses 24 modern, interconnected, and accessible buildings. Marshall (pop. 13,000) is the hub of a rich agricultural area and offers a variety of cultural, recreational and educational opportunities.

SMSU is currently engaged in aggressive facilities renewal with recent completion of a new student center and conference center as well as a major remodeling of its library. Construction on a new Regional Event Center is scheduled to begin in the summer of 2007. This \$17 million facility will serve as the home for Mustang football, soccer and numerous other recreational activities. The Recreation/Athletic Facility (field house) was completed in 1996. Another full-featured, but older, gymnasium is also located on the campus. Almost all facilities on the SMSU campus are physically connected through interior walkways with accessibility being a primary focus campus-wide.

Application Data: Letter of application addressing position qualifications, resume, official transcripts, name, address, and phone numbers of three references should be submitted to: Office of Human Resources, Attn: Deb Almer, Southwest Minnesota State University, 1501 State Street, Marshall, MN 56258. E-mail: [almerdk@southwestmsu.edu](mailto:almerdk@southwestmsu.edu). Visit our web page: [www.southwestmsu.edu](http://www.southwestmsu.edu)

*Southwest Minnesota State University is a member of the Minnesota State Colleges and Universities System and is an equal opportunity educator and employer. The University is committed to affirmative recruitment and encourages applications from women, persons of color, and persons with disabilities. Requests for reasonable accommodation of a disability during the application and/or interview process should be made to the Affirmative Action Office, 507-537-6208. For TTY communications, contact Minnesota Relay Service at 1-800-627-3529. This vacancy notice is available in alternative format upon request.*