



UNIVERSITY
of ARKANSAS
AT PINE BLUFF
1873

invites applications and nominations for

Director of Athletics

The University of Arkansas at Pine Bluff, a state land-grant institution and Arkansas' only public historically black college or university, is accepting applications for the position of **Director of Athletics**. Appointed by and reporting to the Chancellor, the Director of Athletics serves as a member of the Executive Cabinet and is responsible for the strategic leadership of the Department of Athletics program of 16 teams competing at the NCAA Division I level.

This position requires expertise in intercollegiate athletics management, a keen business sense, and an appreciation for the important role athletics plays in the University. The Director of Athletics recognizes that athletes are students first and promotes academic achievement. Emphasis is placed on developing in each student-athlete an appreciation for fair play, good sportsmanship and a high level of self-esteem.

The AD also is responsible for the administration of UAPB's Division I intercollegiate athletics program, with a commitment to student-athlete excellence in the classroom and on the playing field; the welfare of student-athletes; clear compliance with all NCAA, conference, and University policies; and fiscal integrity and responsibility.

UAPB seeks a Director of Athletics who **(1)** understands how to leverage the unique opportunities for growth and advancement at the University; **(2)** fosters high standards of integrity, athletic excellence, and academic success; **(3)** has strong management and fiscal skills; **(4)** is able to develop excellent relationships with both internal and external constituents; and **(5)** directs and hires coaches who are committed not only to winning but to the welfare of student athletes and to compliance with the rules.

Responsibilities

The Director of Athletics is responsible for the development, management, coordination, and supervision of a competitive intercollegiate athletics program with 16 programs, more than 25 coaches, and more than 250 student-athletes. In so doing, the Director of Athletics **(1)** provides visionary leadership, strategic planning and policy development for the athletics program; **(2)** maintains an athletics program that is committed to the University's mission and strategic priorities; **(3)** works with the Institutional Advancement Office and the Executive Cabinet to execute plans that result in major contributions

and gifts for athletics; **(4)** administers the overall athletic budget; **(5)** recruits and manages the coaching staff; and **(6)** ensures compliance with all University, national association, and conference policies, rules, and regulations.

Duties

- Provide visionary leadership, strategic planning and policy development for the athletics program.
- Serve as a member of the University's senior administrative team, the Executive Cabinet, through regular participation in Cabinet meetings and other senior leadership activities; work with members of the Cabinet and members of the university community to ensure student success.
- Provide strategic leadership toward goals related to competitiveness, student academic achievement, student-athlete experience, compliance, financial management, and event attendance.
- Develop plans, policies, procedures, and programs that are in compliance with the University, the SWAC Conference, the NCAA rules and regulations, applicable State and Federal laws, and that promote the Department and the University's high standard of academic excellence and the general welfare of student-athletes.
- Hire, evaluate, and manage coaches and administrative staff as they manage and oversee men's and women's sports to ensure that they actively support the institution's commitment to achievement for each student-athlete.
- Oversee game management, team schedules, and special events.
- Provide leadership for the coaches' recruitment, retention, progression, and graduation of student-athletes.
- Support opportunities for professional development of coaches and administrative staff.
- Submit reports, recommendations, and supporting documentation to the Chancellor, as necessary, regarding the departmental budget, scheduling, and other aspects of the University's athletics program.
- Work in collaboration with the Vice Chancellor for Institutional Advancement in developing and implementing effective strategies to increase revenues for the Department.
- Engage local and state businesses and corporations to

Director of Athletics Executive Search

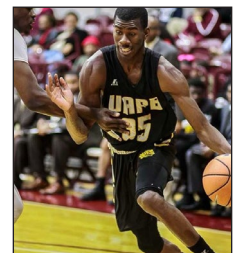
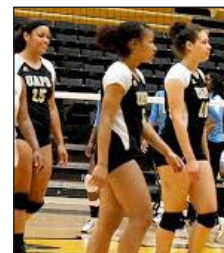


involve them in athletics programs through promoting attendance at athletic events, developing closer ties with athletics teams, and strategically developing prospects for major financial contributions to athletics.

- Engage the local and national alumni in the athletic programs through promoting attendance at athletic events, developing closer ties with athletics teams, and strategically developing prospects for major financial contributions to athletics.
- Consult with the Faculty Athletics Representative and the Director of Compliance regarding the interpretation of applicable rules and bring any conflicts between the parties to the Chancellor for resolution.
- Work with the Chancellor, Vice Chancellor for Finance and Administration, and the Controller in creating and monitoring the annual operating budget for the Department of Athletics.
- Oversee fiscal operations, with the assistance of the Athletics Department staff.
- Develop budget guidelines, approve budget appropriations for each area, and monitor adherence to approved budgets.
- Serve as the primary spokesperson of the Department, promoting the philosophy and mission of the intercollegiate athletics program with faculty, staff, students, alumni, sports media, and the general public.
- Represent the Department at the University, community, SWAC Conference, NCAA, and other meetings and conventions as approved by the Chancellor and within the confines of the annual budget.
- Conduct regularly scheduled evaluations of the condition of the athletic facilities, including safety inspections.
- Negotiate radio and TV contracts for coaches' shows and athletic events while ensuring compliance with University and SWAC Conference broadcasting rules and regulations.
- Coordinate the formulation of an annual report on the present status and future plans for the University's athletics program.
- Collaborate with the Facilities Department and Executive Leadership on major facility initiatives, including expansion and renovation of current facilities.

Qualifications

- Bachelor's degree required; Master's degree preferred from a recognized regionally accredited institution.
- 10 years of leadership experience, preferably in higher education.
- 7-10 years of experience in athletics administration preferred with demonstrated administrative success.
- Ability to develop, communicate, and implement a strategic vision and plan for the future of UAPB Athletics.
- Knowledge of NCAA compliance rules, successful experience with enforcement, and appreciation of the significance of the rules.
- Demonstrated success in Development that includes fundraising through promotions, contributions to an Annual Fund, major gifts, capital campaigns, foundations, planned giving, corporate relations, and prospect research, with the ability to provide evidence of personal production in soliciting and receiving major gifts.
- Demonstrated understanding of the possibilities of a comprehensive campaign of fundraising, marketing, branding, and promoting the athletics program within the University and larger community.
- Proven commitment to the student-athlete experience, student well-being and academic achievement.
- Strong fiscal management skills and experience allocating and re-allocating limited resources to accomplish the priorities of the strategic plan, including significant personnel and budgetary management experience.
- Demonstrated commitment to diversity at all levels.
- Demonstrated commitment to working effectively with administrators, staff, faculty, and other stakeholders.



Director of Athletics Executive Search



- Ability to work nights and weekend, and travel frequently with overnight stays.

To accomplish the objectives for the position, the successful candidate for Director of Athletics must possess a record of success as a fundraiser and as an athletics administrator and leader of people and programs with superior strategic skills at the prospect, program, and institutional level, including experience in the construction, articulation, and execution of visionary strategic plans. A deep and abiding commitment to higher education, NCAA compliance rules, fiscal responsibility, and the welfare and success of student-athletes are required, as well as a proven history of successful personal fundraising at the major and principal gift level.

The successful candidate will possess contemporary knowledge of best practices nationally and will lead his or her team to that level of productivity and performance with a management style typified by collaboration, exceptional communication, and relationship-building skills, and unimpeachable personal integrity.

The University

The University of Arkansas at Pine Bluff (UAPB) is a state land-grant institution with historically black colleges and universities (HBCU) heritage. It was founded in 1873 and is the second oldest public institution of higher education in Arkansas as well as one of only two with a land-grant mission.

Today, UAPB is a member of the University of Arkansas System and is governed by a Board of Trustees. The UA System provides communities in Arkansas with access to academic and professional opportunities, develops intellectual growth and cultural awareness in its students, and applies knowledge and research skills to an ever-changing human condition. The system enrolls more than 70,000 students, employs over 17,000 employees, and has a total budget of over \$2 billion.

UAPB offers one Ph.D. degree, nine master's degrees, and 30 baccalaureate degree programs through five schools and colleges: the School of Education, the School of Arts and Sciences, the School of Business and Management, the School of Agriculture, Fisheries and Human Sciences, and the University College. Three non-degree programs/divisions complete this academic structure: the Carolyn F. Blakely Honors College, Graduate and Continuing Education, and

Military Science. Since inception, the University has grown in stature as a center for teaching, research and public service. The University is accredited by the Higher Learning Commission.

UAPB has a tremendous legacy and history, and an even brighter future. The institution has a proud history of serving a diverse student body, including many first generation students. A new campus master plan has been developed and features numerous enhancement and upgrade projects as well as a number of key new facility opportunities. Priority facilities for the near term include new residence halls, a new student center/wellness center, new nanoscience and biotechnology space, and new athletic facilities for track and field and soccer.

The student body consists of more than 2,600 students from more than 42 states and 16 countries. UAPB features a 15-to-1 student-to-faculty ratio and encourages a learning environment with strong interaction between students and faculty. UAPB employs 158 fulltime and 48 adjunct faculty, and its full complement of faculty and staff includes more than 650 full-time employees, making it a leading economic engine in the region. Located in the Arkansas Delta, the University is positioned 40 miles southeast of Little Rock, Arkansas, in Pine Bluff with a population of approximately 45,000.

Visit the University's website at www.UAPB.edu.

Physical Demands:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position. The physical and mental demands described as follows are representative of those that must be met by an employee in performing the essential functions of this job: Ability to sit and/or stand for long periods of time. Ability to lift, at times, 20 pounds and have good eye/hand dexterity. A minimum of a 40-hour work week to allow the employee to fulfill assigned duties and responsibilities, including evening and weekend hours.

Application and Nomination Process

If you are interested in this position, contact **Bobby Pope**, Vice President of **Myers McRae Executive Search and Consulting**, immediately. He will provide all information needed to apply for the position and answer any questions.

E-mail - BobbyPope@myersmcr.com

Cell Phone - (478) 951-7117



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*UAPB is an Equal Opportunity/Affirmative Action Employer,
and participates in E-Verify*