



JOB INFORMATION

Job Code	AE56
Job Description Title	Asst Dir. Adapted Athletics
Pay Grade	SR11
Range Minimum	\$58,840
33rd %	\$72,570
Range Midpoint	\$79,440
67th %	\$86,300
Range Maximum	\$100,030
Exemption Status	Exempt
Approved Date:	8/13/2024 9:07:35 AM

JOB FAMILY AND FUNCTION

Job Family:	Student Resources
Job Function:	Accessibility

JOB SUMMARY

The Assistant Director of Adapted Athletics oversees and coordinates adaptive sports programs, ensuring inclusive participation and competitive opportunities for athletes with disabilities. Promotes equity in athletics, facilitates specialized coaching and event management, and fosters a supportive environment for adaptive athletes to excel and compete at various levels.

RESPONSIBILITIES

- Oversees all adaptive intercollegiate athletic programs to ensure compliance with governing bodies and University regulations.
- Ensures adaptive intercollegiate athletic programs are conducted in a manner to emphasize excellence in athletics and academic achievement.
- Coaches, recruits, and organizes wheelchair basketball.
- Coordinates annual giving programs such as Tiger Giving Day as well as manage the awards from the scholarship endowment.
- Procures apparel and equipment according to university policies and procedures, while adhering to allocated athletics apparel and equipment budgets.
- Organizes summer and other clinics related to adaptive athletics programs that reach out to students and community members with disabilities.
- Oversees all athletics facility management, renovation, and utilization for events.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Master's Degree	Exercise Science, Therapeutic Recreation, Health Promotion, or related.	and	3 years of	Experience in managing athletics programs, preferably with a focus on adapted or para-athletics.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Advanced knowledge of coaching adaptive sports teams, understanding the nuances of training and managing athletes with disabilities.	And
Organizational skills to plan and execute adaptive sports events, including logistics, scheduling, and participant management.	And
Familiarity with the rules and regulations governing adapted athletics, such as those set by Paralympic committees or other relevant bodies.	And
Advanced knowledge of building relationships with disability advocacy groups, schools, community centers, and other stakeholders involved in adaptive sports.	And

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Healthcare & Safety

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting		X				
Lifting				X		
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching				X		
Talking				X		
Hearing				X		
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme temperatures			X		
Hazards		X			
Wet and/or humid		X			
Noise			X		
Chemical	X				

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Dusts		X			
Poor ventilation		X			

Vision Requirements:

No special vision requirements.