



THE UNIVERSITY of
MISSISSIPPI

JOB DESCRIPTION

Senior Associate Athletic Director Health & Sports Performance

Definition of Class

This position oversees the well-being of student athletes including the provision of health care, strength and conditioning, sports psychology and sports nutrition. The incumbent serves as the co-director of the Center for Health & Sports Performance and physical therapy program along with the Director of University Health, and is a member of the Athletic Director's senior staff.

Examples of Work Performed

Ensures best practices of sports medicine, reviews insurance policies, and directs procedures that allow for cost containment of healthcare services.

Reviews and makes determinations for purchase requests and purchase orders for units under Health & Sports Performance.

Coordinates drug testing as mandated by the NCAA and the institutional drug testing policy.

Supervises a staff of strength coaches and various health care professions that fit the mission of providing comprehensive health and performance services for student athletes

Recommends various personnel actions including, but not limited to, hiring, firing, merit recommendations, and vacation schedules of positions with Health & Sports performance.

Serves as University contact person for the resolution of problems concerning student athlete health benefits; serves as intermediary with vendors and an advocate for athletes, parents, and guardians in resolving problems.

Provides guidance to students, parents/guardians, and athletic department staff regarding policies and procedures related to health insurance coverage.

Provides supervision and guidance to Strength and Conditioning coaches, ensuring an effective plan in place to serve athletic teams.

Assists in planning and implementation of health, catastrophic, and travel insurance coverage for student athletes.

Reviews options, negotiates and coordinates insurance coverage with insurance carriers and health care facilities for the students participating in the University's intercollegiate athletic program.

Coordinates the wellness program for student athletes seeking professional assistance for emotional problems or involved in troubling situations.

Ensures services are in place to treat addiction, disordered eating, anxiety, depression, and other mental health issues.

Assists with general affairs of the Department of Intercollegiate Athletics, including assisting with game day operations, providing input for the departmental budget, and serving as a representative of the department at various functions.

Develops and directs administrative policies and regulations for the Strength and Conditioning Program., including assisting with employment contracts to strength coaches.

Supervises operations of The Grill at 1810, a performance nutrition center that is open to public, staff, students, and student-athletes.

Provides regular updates regarding the Health & Sports Performance program to the Sport Supervisors and/or Athletic Director.

Ensures all assigned tasks are in compliance with department, University, Southeastern Conference, and NCAA rules and regulations.

Performs related or similar duties as required or assigned.

Essential Functions

These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring department.

1. Ensures Student Athlete welfare through the provision of quality health care and performance training for student athletes.
2. Maintains budgets of assigned units.
3. Ensures campus integration through partnerships and relationships in providing healthcare services to athletes.
4. Supervises operations of The Grill at 1810, The Center of Excellence of Health & Sports Performance and The Manning Center.

Minimum Qualifications

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the University of Mississippi's Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Physical Exertion: The incumbent may be required to lift up to approximately 25 pounds.

Vision: Vision requirements of this job include close vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is regularly required to sit; use hands to finger, handle or feel objects, tools or controls; stoop, kneel, crouch or crawl and reach with hands and arms. The incumbent is occasionally required to stand; walk; taste or smell.

Experience/Educational Requirements:

Education:

Bachelor's Degree from an accredited four-year college or university in related field.

AND

Experience:

Five (5) years of experience in Athletic Medical Care, managing coordination of multiple athletic sports and events; working with health care providers and physicians.

Licensure: Maintains National Athletic Trainers Association certification, state license, and CPR certification.

Substitution Statement: Related experience may be substituted for education, on a basis set forth and approved by the Department of Human Resources.

Interview Requirements

Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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