

**Ohio University – Compensation 2014**  
**Job Family: Athletics | Career Track: Individual Contributor**

Provides a key aspect of the University experience for students and student-athletes. The positions within this job family provide coaching; compliance; sports medicine; coordination of operations, equipment, and facilities; conditioning and athletic training; and specialized administration of athletic programs and services. LEVEL PROGRESSION ASSUMES INCLUSION OF RESPONSIBILITIES AT LOWER LEVELS.

	Individual Contributor I	Individual Contributor II	Individual Contributor III	Individual Contributor IV	Individual Contributor V
<b>Accountabilities</b>	<p><b>PEOPLE</b> Oversees volunteers and student employees.</p> <p>Communicates with coaches and student-athletes regarding schedules and academic status.</p> <p><b>OPERATIONS</b> Assists with aspects of the recruitment and retention of prospective student-athletes such as prospect evaluation, on-campus visits, and contacts (phone calls, letters, e-mail, etc.).</p> <p>Assists with the mentoring of student-athletes to foster athletic, academic, emotional, and social growth; assists head coach in establishing rules of conduct and team policies.</p> <p>Gathers, prepares, and presents scouting materials.</p> <p>Assists with film exchange, organization, and planning for home events (officials, set up, tear down, announcers, etc.), alumni and community outreach events, and/or fulfilling visiting team requests such as practice and meals.</p> <p>Tracks and monitors athlete eligibility and other compliance concerns. Coordinates study halls and tutors.</p> <p>Coordinates team travel. Books flights, hotel rooms, buses, and related logistics.</p> <p>Coordinates logistics and operations for summer camps.</p> <p><b>BUDGET</b> Tracks and monitors expenses.</p>	<p><b>PEOPLE</b> Oversees undergraduate and graduate student workers.</p> <p>Communicates with coaches and student-athletes (including visiting teams) regarding equipment needs, schedules, academic status, and/or related areas.</p> <p><b>OPERATIONS</b> Provides services and functional expertise to significant part of an athletic program such as equipment management, compliance, athletic training, and/or coaching of student-athletes.</p> <p>Researches and analyzes best methods of delivering results including researching and recommending appropriate vendors and specialized equipment.</p> <p>Provides direct support or service that requires technical expertise such as services which encompass the prevention, diagnosis, intervention, treatment, and rehabilitation of medical illnesses and/or injuries through reconditioning exercises and modalities such as heat, cold, and massage.</p> <p>Provides oversight, planning, and coordination such as developing and implementing a master plan for facilities and equipment usage.</p> <p>Plays a substantial role in the recruitment and retention of prospective student-athletes including prospect evaluation, prospect selection, off-campus evaluation, campus visits, and contact.</p> <p>Negotiates with other programs in regards to schedules. Coordinates interviews with players including selecting appropriate players for interviews.</p> <p><b>BUDGET</b> Negotiates contracts with external companies for services.</p>	<p><b>PEOPLE</b> Provides leadership, direction, and/or supervision to undergraduate and graduate students. May provide leadership, direction, and/or supervision to lower level staff.</p> <p><b>OPERATIONS</b> Provides independent expertise to a significant athletic program such as compliance, performance development, athletic training, athletic promotions, and/or coaching.</p> <p>Monitors and educates student-athletes, staff, coaches, and community on NCAA rules such as, but not limited to, recruiting, eligibility, awards, enrollment, playing and practice seasons, financial aid, employment, and extra benefits. Investigates and reports NCAA violations to the NCAA and Mid-America Conference. Administers certification of student-athlete academic records for compliance with NCAA progress towards degree standards. Develops and submits compliance reports for the NCAA, federal government, Mid-America Conference, and the University.</p> <p>Designs and manages strength, speed, agility, flexibility, and conditioning programs for athletic teams to maximize their athletic potential and to prevent injury.</p> <p>Maintains and develops operating rules for strength and conditioning facility to ensure safety, hygiene, and efficiency. Designs and manages conditioning programs.</p> <p><b>BUDGET</b> May develop and monitor program budget.</p>	<p><b>PEOPLE</b> Provides leadership, direction, and/or supervision to lower level staff as well as undergraduate and graduate student manager.</p> <p><b>OPERATIONS</b> Shares management of a significant portion of a large and complex program such as managing the defensive football coaching responsibilities.</p> <p>Coordinates the recruitment and retention of prospective student-athletes including prospect evaluation, prospect selection, off-campus evaluation, on- and off-campus visits, and contacts (phone calls, letters, e-mail, etc.); may have authority to make grant-in-aid decisions, official visit selections, etc.</p> <p>Coordinates and directs specific aspects of game day coaching and strategy. Independently designs plans for practice and skill development of student-athletes (e.g., offensive/ defensive coordinator).</p> <p><b>BUDGET</b> Develops and monitors program budget.</p>	None specified.

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<b>Requirements</b>	<p>Knowledge and expertise in concepts, principles, and practices of athletic management, compliance, sports medicine, athletic training and development, and/or coaching typically obtained through a Bachelor's degree in physical therapy, health, recreation, physical education, or related field and 0 to 2 years of related work experience. An equivalent combination of education, training, and experience is acceptable in lieu of the minimum education requirements. Specific knowledge, certifications, and licensure will apply at the position level.</p>	<p>Advanced knowledge and expertise in concepts, principles, and practices of athletic management, compliance, athletic training and development, and/or coaching typically obtained through a Bachelor's degree in physical therapy, health, recreation, physical education, or related field and 2 to 4 years of related work experience. An equivalent combination of education, training, and experience is acceptable in lieu of the minimum education requirements. Specific knowledge, certifications, and licensure will apply at the position level.</p>	<p>Seasoned knowledge and expertise in concepts, principles, and practices of athletic management, compliance, athletic training and development, and/or coaching typically obtained through a Bachelor's degree in physical therapy, health, recreation, physical education, or related field and 4 to 6 years of related experience with a college-level program or as a high school head coach. An equivalent combination of education, training, and experience is acceptable in lieu of the minimum education requirements. Specific knowledge, certifications, and licensure will apply at the position level.</p>	<p>Expert knowledge and expertise in theories, concepts, and principles of athletic management, compliance, athletic training, and/or coaching typically obtained through a Bachelor's degree in physical therapy, health, recreation, physical education, or related field and more than 6 years of related experience. An equivalent combination of education, training, and experience is acceptable in lieu of the minimum education requirements. Specific knowledge, certifications, and licensure will apply at the position level.</p>	