

Position Announcement

Knox College Director of Athletics

Knox College is a nationally ranked, private, residential liberal arts college of 1,400 undergraduate students located in Galesburg, Illinois. Founded in 1837 by social reformers strongly opposed to slavery, Knox was among one of the first colleges in the United States open to all, regardless of race, gender, and financial means. With a campus population of remarkable diversity that includes students from 48 states and 51 countries, significant representation of first generation college students, and substantial cultural and racial ethnic diversity, Knox is a vibrant and creative community. Knox College is a founding member of the Midwest Conference and a Division III institution—the Knox Prairie Fire athletics program has 20 intercollegiate sports.

The Position

The Director of Athletics provides vision, strategic direction, and administrative leadership for a Division III intercollegiate athletics program that is imbedded in a strong liberal arts, academically focused learning environment. Reporting to the Vice President for Academic Affairs, with a dotted line report to the President in the areas of strategic planning, facilities, and fundraising, the Director fosters principles that encourage integrity, student well-being, diversity, and inclusiveness throughout all levels of the organization while promoting an environment of excellence and success. The Director will develop, implement, and monitor policies and procedures that promote best practices and address personnel development, financial management, facility renovation and enhancement, alumni and community relations, and compliance and regulatory expectations while advancing a high level of integration of athletics into the overall student experience. The Director works closely with the advancement office to assist and support the K Club—the official booster club of Knox College athletics and works closely with the enrollment office in the recruitment of scholar athletes.

Responsibilities

The Director is responsible for forging collaborative working relationships with enrollment, academic affairs, student affairs, and advancement as well as leading the athletics' program in attracting, recruiting, retaining, and supporting highly talented student-athletes capable of balancing academics and athletics. The Director will also build and maintain relationships with alumni and the larger Galesburg, Illinois community. The Director leads and manages an organization with an annual budget of approximately \$1.7 million (not including restricted funds), 20 varsity sports, 315 student-athletes, and a staff of 36, inclusive of coaches, trainers, and administrative staff. Representing the College and the interests of its officers, student-athletes, coaches, and staff in service to the National Collegiate Athletic Association (NCAA) and the Midwest Conference is also an important responsibility of the Director.

Qualifications

A bachelor's degree and progressive experience leading a complex, dynamic, and diverse organization are required. The successful candidate will possess a comprehensive understanding of intercollegiate athletics administration, student-athlete development, and NCAA compliance within a Division III environment. A collaborative management approach, coupled with superior communication and relationship-building skills, strong planning and fiscal competencies, an understanding of the role of fundraising and enrollment at a small, private college, excellent problem solving ability, and a commitment to diversity and inclusiveness will be important considerations in the selection of the next Director of Athletics.

Application and Nomination

Review of applications will begin **October 9, 2017** and will continue until the position is filled. A resume with an accompanying cover letter may be submitted via the Spelman Johnson website at www.spelmanandjohnson.com/open-positions. Nominations for this position may be emailed to Dell Robinson at ddr@spelmanjohnson.com. Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895.

Spelman Johnson

Knox College—Director of Athletics
Dell Robinson, Search Associate

Visit the Knox College website at www.knox.edu

Notice of Non-Discrimination

Knox College does not discriminate on the basis of sex, pregnancy, gender identity or expression, race, color, creed, national or ethnic origin, religion or religious affiliation, sexual orientation or preference, age, marital or family status, disability, veteran status, or other status protected by applicable federal, state, or local law in admission, financial aid, employment, athletics, or any other aspect of its educational programs or activities. Any inquiries regarding Title IX or the College's policies that prohibit discrimination should be directed to the Title IX Coordinator or the Department of Education Office for Civil Rights.

In keeping with its commitment to equal rights since it was founded in 1837, Knox College particularly welcomes applications from members of underrepresented groups. Knox College does not discriminate on the basis of sex, pregnancy, gender identity or expression, race, color, creed, national or ethnic origin, religion or religious affiliation, sexual orientation or preference, age, marital or family status, disability, veteran status, or other status protected by applicable federal, state, or local law in admission, financial aid, employment, athletics, or any other aspect of its educational programs or activities.

In addition, Knox College is prohibited by Title IX of the Education Amendments of 1972 and its accompanying regulations from so discriminating on the basis of sex.