



Job Title	Assistant/Associate Athletics Director/Compliance (SAAC)
PVN ID	QC-1801-002308
Category	Managerial and Professional
Location	QUEENS COLLEGE

Department

Status	Full Time
Annual Salary	\$40,000.00 - \$60,000.00
Hour(s) a Week	35
Closing Date	Mar 04, 2022 (Or Until Filled)

General Description

Queens College is seeking a Assistant/Associate Athletics Director/Compliance (SAAC Advisor). This is an senior level position with full time benefits (combination of soft money and state funds) that reports to the Director of Athletics. This position is responsible for facilitating NCAA certification paperwork, maintaining student data in Compliance Assistant (CA), conducting compliance rules education meetings with coaches, writing waivers, assisting with various initiatives to ensure student-athlete eligibility and serving as liaison to Conference office. Sport and area (medicine, strength,, academics, tutoring, etc) oversight, federal reporting and creating and enforcing department policies are also required in this position. This position will also oversee the Student Athlete Advisory Committee (SAAC).

Other Duties

Professional development opportunities will be available.

The Queens College department of athletics offers varsity, intramural and recreational athletics opportunities to members of its campus community. The college sponsors 19 varsity sports at the NCAA Division II level, with the Knights competing predominantly in the East Coast Conference. Queens College's department of athletics encourages all student-athletes to complete a meaningful academic degree program, participate fully in the college community and prepare for life after college athletics. For more information on athletics, please visit www.queensknights.com.

Located on a beautiful, 77-acre campus in Flushing, Queens College of the City University of New York

enjoys a national reputation for its liberal arts and sciences and pre-professional programs. Each year Queens College has been cited by The Princeton Review as one of the nation's 100 "Best Value" colleges, thanks to its outstanding academics, generous financial aid packages, and relatively low costs. In addition, U.S. News & World Report *America's Best Colleges* (2011) ranks QC among the top 10 public universities in its category "Best Universities—Master's (North)." The college opened its first residence hall in August 2009. More information on Queens College can be found at www.qc.cuny.edu.

Queens College is an Equal Opportunity/Affirmative Action Employer with a strong institutional commitment to the achievement of excellence and diversity among its faculty and staff.

Qualifications

Qualified applicants must have a minimum of a Bachelor's Degree (Masters preferred) and a minimum of two years working in collegiate athletics program as an Coordinator, Assistant or Associate AD. Those with an expertise in the area of NCAA compliance will receive priority. Proficiency of LSDBi, Compliance Assistance and the Eligibility Center is expected.

Applications are currently being accepted and interviews will begin immediately. Please apply online only.