

# Associate Director, Athletics Alcorn State University

Direct Link: <a href="https://www.AcademicKeys.com/r?job=262551">https://www.AcademicKeys.com/r?job=262551</a>
Downloaded On: Nov. 19, 2025 8:54pm
Posted Sep. 16, 2025, set to expire May 10, 2026

Job Title Associate Director, Athletics

**Department** Administration

**Institution** Alcorn State University

Lorman, Mississippi

Date Posted Sep. 16, 2025

Application Deadline Open until filled

**Position Start Date** Available immediately

Job Categories Associate/Assistant Director

Academic Field(s) Athletics

**Job Website** https://jobopps.alcorn.edu/postings/7785

**Apply By Email** 

**Job Description** 

The incumbent assists with the day-to-day management and operations of assigned Intercollegiate Athletics sports programs. He/she is highly visible and helps facilitate special events within the community and campus.

#### **Essential Job Functions**

- Assists in performing the daily operations of the athletic department
- Oversees Sports Information Director, men and women's track and field, softball, men and women's tennis and men.
- Directs student services for the athletic department
- Represents the institution to the National Association of Collegiate Directors of Athletic (NACDA)
- Assists the Director of Intercollegiate Athletes with budget planning and polices



# Associate Director, Athletics Alcorn State University

Direct Link: <a href="https://www.AcademicKeys.com/r?job=262551">https://www.AcademicKeys.com/r?job=262551</a>
Downloaded On: Nov. 19, 2025 8:54pm
Posted Sep. 16, 2025, set to expire May 10, 2026

- Assist coaches in the fundraising efforts of individual sports programs and sport-specific booster clubs
- Coordinates annual student-athlete orientation
- Assist the Director of Athletics to grow and enhance giving, foster relationships with business partners, donors, and constituents
- Assists in the administration and governance of the athletics program
- Develop game day and seasonal promotions that highlight relationships with area businesses, community members, and strategic partners

#### Qualifications

Four (4) years' of progressively responsible experience in administration or comparable field

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

,