

Associate Director, Athletics
Alcorn State University

Direct Link: <https://www.AcademicKeys.com/r?job=262551>

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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.

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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 policies
- 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

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