

Assistant Director/Director of Compliance
Auburn University

Direct Link: <https://www.AcademicKeys.com/r?job=262765>

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Posted Sep. 19, 2025, set to expire Jan. 19, 2026

Job Title	Assistant Director/Director of Compliance
Department	Ath Finance & Administration
Institution	Auburn University Auburn, Alabama
Date Posted	Sep. 19, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Director
Academic Field(s)	Athletics
Job Website	https://www.auemployment.com/postings/56083

Apply By Email

Job Description

Job Summary

Lead with integrity. Protect the game. Empower the student-athlete.

The **Assistant Director/Director of Compliance** supports the daily administration of Auburn's athletics compliance program with primary responsibilities in rules education, monitoring, and sport program oversight. May also maintain responsibility for assigned NCAA bylaws (e.g., recruiting, eligibility, financial aid) and may serve as the primary compliance liaison for designated sports. Specific bylaw and sport assignments will be determined by the compliance leadership team and may evolve over time to reflect departmental needs and the changing regulatory environment.

Formal AU Job Title: Administrator, Athletics Compliance

Essential Functions

- Maintain primary responsibility for assigned NCAA bylaws (e.g., Bylaw 13 – Recruiting, Bylaw 14

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- Eligibility, Bylaw 15 – Financial Aid), including monitoring systems, education, and interpretations. Assignments may shift as compliance priorities evolve.
- May serve as the primary compliance contact for assigned sport programs, providing daily rules support, recruiting oversight, and tailored education for coaches, staff, and student-athletes. Sport assignments will vary and may be adjusted to meet department needs.
- Monitor recruiting activities, official/unofficial visits, and the use of recruiting technology in assigned sports.
- May assist with initial and continuing eligibility certification processes in coordination with the Registrar, Admissions, and Academic Services.
- Assist with transfer portal oversight, including entry tracking, documentation, and eligibility reviews.
- Support the review and tracking of financial aid and roster management for assigned sports, ensuring compliance with NCAA limits and equivalency calculations.
- Conduct educational sessions for coaches, staff, and student-athletes on NCAA/SEC rules and institutional policies.
- Assist with monitoring and reporting processes related to extra benefits, awards, and playing/practice seasons.
- Provide research and interpretations of NCAA and SEC legislation as needed.
- Collaborate with compliance staff on emerging areas such as NIL disclosure/monitoring and revenue-sharing frameworks to ensure consistent office coverage.
- Prepare reports, documentation, and responses for internal and external audits and reviews.

Why Work at Auburn?

- **Life-Changing Impact:** Our work changes lives through research, instruction, and outreach, making a lasting impact on our students, our communities, and the world.
- **Culture of Excellence:** We are committed to leveraging our strengths, resources, collaboration, and innovation as a top employer in higher education.
- **We're Here for You:** Auburn offers generous benefits, educational opportunities, and a culture of support and work/life balance.
- **Sweet Home Alabama:** The Auburn/Opelika area offers southern charm, vibrant downtown scenes, top-ranked schools, and easy access to Atlanta, Birmingham, and the Gulf of Mexico beaches.
- **A Place for Everyone:** Auburn is committed to fostering an environment where all faculty, staff, and students are welcomed, valued, respected, and engaged.

Ready to lead and shape the future of higher education? Apply today! War Eagle!

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Minimum Qualifications

The selected candidate will be assigned to a job level of Assistant Director or Director, based on their qualifications.

Assistant Director

- Bachelor's degree in Sports Administration, Management, Business Administration, or related field.
- No experience required

Director

- Bachelor's degree in Sports Administration, Management, Business Administration, or related field.
- 2 years of experience in interpreting and applying NCAA and institutional rules and regulations OR a Master's degree.

Contact Information

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

Contact

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