



WEST VIRGINIA STATE UNIVERSITY

Director of Athletics

Opportunity

West Virginia State University is seeking a Director of Athletics. This full-time, at-will, exempt, benefits-eligible position is responsible for the administration and management of the University's intercollegiate athletics program, which includes over 350 student athletes involved in NCAA Division II programs within the Mountain East Conference (MEC).

Reporting directly to the President, the Director of Athletics will provide dynamic leadership, vision, and comprehensive management. This role involves overseeing all facets of intercollegiate athletics, including personnel management, budgeting, facility oversight, revenue generation, and ensuring compliance with Title IX, NCAA, MEC, state, and University regulations. The Director of Athletics will work with internal and external stakeholders of the University to recruit and retain student athletes and promote a culture of excellence.

About West Virginia State University:

West Virginia State University (WVSU) is a public land-grant institution, which was founded in 1891 as a Historically Black College and University (HBCU), and has evolved into a fully accessible and multi-generational institution serving approximately 3,500 students. The University is a community of students, staff, and faculty committed to innovative teaching and learning, research and service that offers over 70 undergraduate and graduate programs through its four colleges, and competes in athletics at the NCAA Division II level in seven men's sports and eight women's sports. WVSU is located in Institute, a suburb of Charleston, the largest city and the capital of West Virginia. With more than 300,000 people living in the metropolitan area, it is an active, exciting and engaging community, boasting cultural and historical events, music, festivals and entertainment.

Responsibilities for the Director of Athletics

Leadership and Vision:

- Develop a comprehensive vision and strategic plan for the growth and success of the university's athletic programs and facilities to align with the university's strategic plan, mission and values, goals, and budgeting processes.
- Provide strong leadership and mentorship to coaches, staff, and student athletes, fostering a culture of excellence and inclusivity, collaboration, accountability, and continuous improvement.
- Represent the athletics department on the Senior Leadership Team, with the Board of Governors, and in university-wide initiatives.
- Advises the University President and Senior Administrators on issues relating to intercollegiate athletics, its trends, problems, and other pertinent matters

Operational Management:

- Oversee the day-to-day operations of the athletics department, including budget management, fundraising, facilities management, and compliance with DII, conference and University policies and procedures, recruitment, eligibility, academic standards, and ethical conduct.
- Ensure the effective recruitment, hiring, and retention of high-quality coaches and staff members who are committed to the mission of the university and the success of student athletes.
- Allocate resources effectively and monitor expenditures to ensure the continued operation of athletics programming.
- Collaborate with fellow Senior Leadership to support academic success, personal development, and overall well-being of student-athletes.

Student Advocacy and Development

- Ensure student athletes have access to resources needed to succeed in their athletic and academic endeavors.
- Purposefully foster a selfless environment that cultivates community, embraces learning, and enhances excellence in sport and life.
- Lead the growth and development of student athletes and their integration within the entire campus culture while promoting their academic achievement and graduation rates.

Advancement and External Relations

- Develop and execute a comprehensive fundraising strategy in collaboration with the President and Advancement Department to secure philanthropic support for athletics programs, facilities, and scholarships.
- Cultivate strong relationships with alumni, donors, corporate partners, and community stakeholders to enhance the visibility and reputation of the athletics program.
- Serve as a passionate advocate for the athletics department, promoting its achievements and contributions to the university community and beyond.

Required Qualifications

- A bachelor's degree is required; an advanced degree is preferred. Candidates should have a minimum of 5 years of experience in athletic administration and coaching.
- Experience and proven success in leading an intercollegiate athletics program and working with various internal and external stakeholders involved in such a program.
- Proven leadership and strategic thinking ability in overseeing and managing staff, facilities, equipment, operations, and programs involved in an athletics program or similar enterprise.
- Track record of working independently and simultaneously as part of a team.
- A valid driver's license and commitment to travel and work evenings and weekends as needed.
- Employment contingent upon successful completion of a criminal background check.

Preferred Qualifications

- In-depth knowledge of applicable policies, rules, and regulations, and existing and emerging trends, involved in intercollegiate athletics such as NIL and transfer portal.
- Exceptional work ethic, integrity and credibility, and interpersonal and communication skills.
- Visionary, collaborative, and decisive in identifying priorities, making decisions, and resolving problems. Results-driven with a strong commitment to accountability, transparency, and excellence.
- Demonstrated success in fundraising and budgeting, fiscal management and reporting, business and administrative management practices, and project and event management.
- Experience with successfully recruiting, hiring, and supervising others. Skillful in conflict resolution, public relations, crisis management, and delegation of responsibility and authority.

Application Procedures/Salary Statement

First consideration will be given to applicants who submit a resume, cover letter, copies of academic transcripts, and the names and phone numbers of three professional references by **March 31, 2025**. This position will remain open until filled. All requested information must be submitted for application to be considered. Salary will be commensurate with experience.

Application materials can be submitted via email to jobs@wvstateu.edu or mail to:

West Virginia State University
Department of Human Resources
P. O. Box 1000, 324 Ferrell Hall
Institute, WV 25112

Nominations, questions, or inquiries can be forwarded to Dr. Kurt Patberg, Vice President of Mammoth Sports Consulting at kurt.patberg@mammothconsulted.com.

West Virginia State University conducts criminal background checks on all job candidates upon acceptance of a contingent offer. Any offer of employment is contingent upon the satisfactory completion of a background check.

West Virginia State University is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, or protected veteran status and will not be discriminated against on the basis of disability.

West Virginia State University is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation to participate in the job application or interview process, contact, please contact the Disability and Accessibility Resources unit at 3040766-3083 or ada@wvstateu.edu