POSITION PROFILE

Athletic Director

JANUARY 2019
ABOUT IDAHO STATE UNIVERSITY

Idaho State University combines exceptional academics amidst the grand natural beauty of the West. ISU faculty and students are leading the way in cutting-edge research and innovative solutions in the areas of energy, health professions, nuclear research, teaching, humanities, engineering, performing and visual arts, technology, biological sciences, pharmacy, and business. To read more, visit isu.edu.

Bringing vision and excitement to ISU this fall, is President, Kevin Satterlee. His administration is one of passion, communication, and transparency for the benefit of the university and its surrounding community.

ISU, a Carnegie-classified doctoral research and teaching institution founded in 1901, has a low student to teacher ratio of 14:1. As a state leader in the health sciences, ISU offers widespread health services to locals, as well as multiple degrees in more than 50 health-related areas, including nursing, pharmacy, physical therapy, speech pathology and physician assistant studies. Although the health sciences are a significant area of study (26%), additional programs are also available through colleges in business, education, technology, arts and letters, and science and engineering. Education at ISU is filled with real-world experience; the $2.1 million Career Path Internship program helps aid hundreds of students’ career goals by pairing students with paid on- and off-campus jobs.

In their spare time, students can choose from more than 70 student organizations, enjoy nature through the Outdoor Adventure Center, or drive to the Craters of the Moon nature preserve or the Yellowstone National Park. The Stephens Performing Arts Center on the ISU campus is nationally ranked as one of the most impressive performance venues on a university campus. It is home to the Idaho State Civic Symphony and is also host to a number of plays, concerts, recitals and art performances.

As an NCAA Division 1 school, ISU competes in the Big Sky Conference offering robust athletic programs to students such as basketball, cross-country, tennis, track and field, volleyball, softball, football, golf, and soccer. Read more: isubengals.com.
UNIVERSITY STRATEGIC GOALS

GOAL 1
GROW ENROLLMENT
Increase new degree-seeking students by 20% (+497) over the next five years.*
* Full-time certificate and undergraduate students and full and part-time graduate students.
Operational Strategies
• Emphasize relationships with high school faculty and advisors within ISU’s service regions
• Provide opportunities for faculty/potential student interaction to encourage enrollment
• Communicate with managers and employees at local/regional public and private organizations to identify educational programs that would increase the potential for advancement and support professional development

GOAL 2
STRENGTHEN RETENTION
Improve undergraduate student retention rates by 5% by 2022.
Operational Strategies
• Increase faculty awareness of their students’ academic progress by alerting them when a student is failing so they can work with the students to create strategies for student success
• Increase and market student support services that measurably increase retention
• Develop programs that encourage students to identify potential career paths

GOAL 3
PROMOTE ISU’S IDENTITY
Over the next five years, promote ISU’s unique identity as Idaho’s only institution delivering technical certificates through undergraduate, graduate and professional degrees.
Operational Strategies
• Educate internal and external communities of the scope and benefits of ISU’s offerings and research
• Promote ISU as providing an affordable, high-quality education that results in a high return on investment
• Demonstrate to communities the cost-benefits that emphasize what ISU brings to each community through education and research

GOAL 4
STRENGTHEN COMMUNICATION, TRANSPARENCY, AND INCLUSION
Over the next three years, ISU will continue building relationships within the university, which is fundamental to the accomplishment of all other objectives.
Operational Strategies
• Continue creating consistent opportunities to share ideas and reach mutual understanding
• Where identified, eliminate duplication of effort in business processes, programs, and services
• Use the Institutional Effectiveness and Assessment Council planning and advisory structure to continue increasing inclusiveness, providing information, and obtaining input and feedback from students, faculty, staff, and the community members

GOAL 5
ENHANCE COMMUNITY PARTNERSHIPS
By 2022, ISU will establish new partnerships within its service regions and statewide program responsibilities to support the resolution of community-oriented, real-world concerns.
Operational Strategies
• Partnerships will encompass a broad variety of relationships including academic to academic, ISU to business, and ISU to non-profit
• Identify and design educational programs that provide a service to the communities that ISU doesn’t currently partner with
• Work with communities that have limited services and develop opportunities to create new partnerships
ATHLETICS

BIG SKY CONFERENCE
15 NCAA DIVISION 1 SPORTS

**Men's**
- Basketball
- Cross Country
- Football
- Tennis
- Track and Field *(outdoor/indoor)*

**Women's**
- Basketball
- Cross Country
- Golf
- Soccer
- Softball
- Tennis
- Track and Field *(outdoor/indoor)*
- Volleyball

**SCHOOL MASCOT**
Benny the Bengal
THE OPPORTUNITY

Athletic Director

Primary Purpose
The Athletic Director oversees intercollegiate men’s and women’s athletic programs. Provides leadership in execution of all activities, operations and policies working with the University administration and other heads of departments with the utmost integrity. Serves as the University’s principal representative in the field of intercollegiate athletics. Gives general administrative direction and advice about the establishment of program goals. Responsible for meeting the necessary requirements and rules for the National Collegiate Athletic Association (NCAA) and the Big Sky Conference.

Key Responsibilities
• Direct the operations of Athletic Department staff and coaches
• Maintain knowledge and compliance with university, NCAA, and conference rules
• Directs and makes decisions that affect the activities, operations, and policies of an athletic program
• Establishes strategic goals and objectives for the athletic program; develops metrics and standards for the achievement of those objectives
• Identify and maximize revenue opportunities and income streams available to the Athletic Department
• Understands and fully supports the academic mission of the University and provides necessary academic support to student-athletes
• Serves as the senior executive for the department in managing the hiring of coaches, administrative staff, support staff, and other athletic department personnel
• Serves as a member of the President’s Administrative Council, representing the department on matters of university policy, operations, and resource management
• Directs and oversees athletic fundraising, promotions, and related activities
• Oversees and manages all budgetary plans and expenditures for the department
• Serves as the department’s representative on committees and workgroups with the University, Big Sky Conference, and other national committees and associations, as needed
• Attends various association meetings, alumni events, and athletic events while representing the University at home and away competitions
• Keeps the President apprised of the status of the department and all athletic operations.
• Other duties as assigned by the President

Qualifications

• Bachelor’s Degree in a related field from an accredited university; Master’s Degree in Athletic Administration, Higher Education, or related field preferred
• Minimum of five (5) years of athletic administration or a related leadership role in a relevant field
• Successful experience in fundraising and development
• Prior experience in community engagement and working with constituents in a cooperative and collaborative manner
• Demonstrated experience positively impacting the culture and climate of an organization through strong leadership
• A strong desire and ability to work with, support, and engage the university students
• Excellent written and oral communication and presentation skills
• Demonstrated ability to lead a complex organization
• Demonstrated commitment to diversity and inclusion in support of students, faculty, staff, and the university community at large.
PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled; parties who apply by **February 1, 2019** will be given first consideration. Please submit the following materials: 1) Cover letter summarizing your related training and experience, 2) Resume and, 3) Contact information (including email addresses), for three professional references. References will be contacted later in the process and not without advance notice to applicants.

To apply online, go to [https://isu.csod.com/ats/careersite/JobDetails.aspx?id=733&site=1](https://isu.csod.com/ats/careersite/JobDetails.aspx?id=733&site=1). Idaho State University is committed to building a diverse university community and encourages members of underrepresented groups to apply. Additional information regarding the search can be found at [isu.edu/adsearch](http://isu.edu/adsearch).

For nominations or further information:

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*Idaho State University values individuals with varying traditions, cultures, identities, expressions, orientation, religious beliefs, economic backgrounds, racial and ethnic origins. ISU believes that promoting diversity and a respectful work and learning environment is a key component in preparing students for success in a global economy. ISU strongly encourages applications from candidates who share these values.*
POCATELLO AND SOUTHEAST IDAHO

Southeast Idaho is centrally located between Salt Lake City, Utah, and the popular vacation destinations of Yellowstone National Park, Grand Teton National Park and Jackson, Wyoming. Southeast Idaho is often thought of as an outdoor lover’s paradise with something for everyone. Pocatello is one of the last undiscovered mountain college towns in the west. The hills and the spectacular northern Rockies around Pocatello are covered with mountain bike trails and provide access to outdoor activities including camping, fishing, hiking, hunting, skiing, kayaking, and rock climbing.

Interesting facts about Pocatello and Idaho: (information is taken from)
http://www.pocatelloidaho.com/community-info/life-in-pocatello/ and pocatello.us

- The city of Pocatello is located in southeast Idaho and nestled at 4,448 feet in the western foothills of the Rocky Mountains along the Oregon Trail.
- Pocatello has an unusually desirable four-season climate where clear, sunny and dry is the norm.
- Residents of Pocatello enjoy the city’s 32 parks, the Idaho Museum of Natural History, the Fort Hall Replica, golf courses, a swimming complex, bike & hiking trails, Pocatello Junction, a skate park, and the Pocatello Zoo.
- Bannock County has a population of 82,539 and the county seat is located in Pocatello, which is populated by nearly 55,000 residents.
- Based on average housing costs, utilities, healthcare, transportation, groceries and other services, Idaho’s cost of living is the second lowest of the 11 western states.
- Idaho has a strong and diversified economy. Manufacturing and agriculture remain top industries while high-tech, tourism, retail, healthcare, business, and information services are growth sectors.
- According to FBI statistics, Idaho’s crime rate is the lowest in the West. The rate of serious crime is 21.3 percent less than the national average.
- Idaho has more river miles 3100, than any other state.

For additional information on Pocatello and Southeast Idaho, please visit:

City of Pocatello Idaho, http://www.pocatello.us/