

# Section IX Athletics



PO Box 656  
Goshen, New York  
570.618.2200 (O)  
845.291.7306 (F)



## **POSITION OPENING**

### *Executive Director*

The Section IX Athletic Council is a member of the New York State Public High School Athletic Association. The Council is a non-profit organization comprised of School Superintendents, Athletic Directors, Principals and League & State representatives who serve two athletic leagues and their 46 member school districts from across Dutchess, Orange, Sullivan and Ulster Counties.

#### **STATEMENT OF PHILOSOPHY:**

A united and concerted action on the part of all school members to Section IX is necessary to have a successful program of Interscholastic Athletics.

Section endeavors are geared to provide all children in the athletic community with an inspiration and an environment best adapted to wholesome growth and development, stressing our belief in the democratic way of life and encouraging mental and physical alertness and independent thinking.

It is thus the philosophy of the section that we attempt through athletics to provide an educational experience to assist students in becoming contributing members of society.

Compatible with this philosophy, it is the firm belief of Section IX and New York State Public High School Athletic Association, that:

- a. All students are important, and meeting the needs and interests of all students is the challenge to all within the educational community.
- b. To appropriately meet the needs and interests of the many public schools of our section, we must provide activities that are coordinated, serviced, and controlled by our schools, leagues and section.
- c. All schools appreciate that all cannot be totally satisfied on any given issue; however, all schools through an active system of representation and cooperation can assist in developing sound educational policies for athletic activities.
- d. It is of primary importance of the section to organize responsibility and authority within this complex program. Also, it is the effectiveness of such organization that contributes to establishing a pattern for a "statewide" program of interscholastic activities.

#### **POSITION:**

The Section IX Athletic Council is seeking a committed Executive Director. Salary is competitive for a part time position and will be commensurate with experience. This position carries no health benefits.

#### **MAJOR RESPONSIBILITIES:**

The Executive Director:

- a. Is appointed by, and serve at the pleasure of, the Athletic Council, and will be paid a salary established annually by the Council. Recommendations to fill this position will be made by the Nominating Committee to the Athletic Council.
- b. Will have the duty to coordinate and make consistent the activities and recommendations of all Sport

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Chairpersons; will bring to each meeting of the Athletic Council all matters to be heard or decided upon by the Council; and additionally to perform all those duties specified in the by-laws of the section or as assigned by the Athletic Council.

- c. Will attend four general meetings of the NYSPHSAA and participate in their monthly phone conferences. Information gathered will be shared with the Athletic Council.
- d. Will be an ex-officio member of all committees, hear and chair all appeals concerning Section IX business, (i.e.: seeding appeals, eligibility appeals, game protests).
- e. Will regularly attend League meetings, Sectional Championships, regional contests held within Section IX and State level contests when available.
- f. Will serve a term of office of 2 years. A written evaluation of the performance of the Executive Director must be made by the Athletic Council every 2 years and must be done before a vote can be done to consider reappointment.

## **PERSONAL AND PROFESSIONAL CHARACTERISTICS:**

- a. Applicants should have at least fifteen years of successful educational and/or athletic leadership experience.
- b. The successful candidate will have strong interpersonal skills and the ability to lead as well as collaborate with a strong leadership team.
- c. Experience with interscholastic athletics and familiarity with the NYSPHSAA, NYSED and Section IX Athletic Rules & Regulations are required.
- d. Preferred candidates will hold a New York State Administrative Certificate or equivalent.

## **APPLICATION PROCESS:**

The deadline for receiving the following documents will be May 18<sup>th</sup>:

- a. Personal Letter of Application indicating interest in the position and summarizing your qualifications.
- b. Complete resume profiling education, background, training and experience.
- c. Three letters of recommendation as well as a professional reference list.

## **PLEASE DIRECT ALL INQUIRES AND DOCUMENTS LISTED ABOVE TO:**

Mr. Tom Cassata  
President, Section IX Athletic Council  
Red Hook Central School District  
103 West market Street, Red Hook NY 12571