



Become a Key Player on our Team!

PROFESSIONAL VACANCY

Full-time MIAA Assistant Director

The Association seeks to engage a full-time individual who will assume an Assistant Director position for the MIAA.

The MIAA is a 501(c)(3) private, non-profit corporation of approximately 375 high schools throughout Massachusetts. The Association formally recognizes more than 30 sports, regulates high school athletics, sponsors regional and state championships, and places a major focus upon the unique significance of “education-based” athletics. Approximately 230,000 student-athletes participate annually in athletic programs offered by MIAA member schools.

The Assistant Director position is a member of the Association Leadership Team that serves the Association’s District Athletic Committees, Standing Committees, and Sports Committees.

- The team meets internally to address current and relevant topics and to ensure timely follow through to the membership.
- The team plans and facilitates committee-led, engaging meetings in which representative groups of the membership collaborate and address solutions to issues needed to regulate and control the activity it sponsors.
- The team follows up by engaging the membership through effective communication.

The Assistant Director serves as an Association liaison to no more than two District Athletic Committees (DAC). The charge of a (DAC) is the supervision of athletics and the adjudication of protests, disputes, conflicts or controversies within their districts.

The Assistant Director serves as an Association liaison to no more than five (5) Standing Committees and/or Sports Committees (no more than 2 per season).

QUALITIES SOUGHT

A current educational leader with professional experiences consistent with the position.

An advanced degree in education, and/or educational leadership/administration.

A proven track record and administrative success in all previous professional position(s).

Demonstrates adaptability, flexibility and teamwork in work situations.

Accountable to the membership with effective and timely follow through.

Resolves problems using common sense based on the core values and beliefs of the Association. When dealing with issues and incidents that occur, the successful candidate understands that the integrity of the institution far outweighs the special interest of the individual.

Adheres to professional codes of ethics: maintains trust and confidentiality; models legally and morally responsible actions at all times; treats individuals with fairness, dignity, and respect; and models the core values and beliefs of the Association.

Salary – commensurate with experience and MIAA salary structure.

Benefits include: health, life, and disability insurance; 403b; paid sick leave and vacation days.

PROCESS

A cover letter of interest, a current resume, three current references, along with copies of all certifications to:

Dr. Robert Baldwin
c/o Bonnie LeMote
at blemote@miaa.net.

Applications will be accepted through Friday, April 29, 2022 at 5:00 p.m. (EDT).

The selection process will be completed by June 1. The successful candidate will begin their duties in FY 23.

Growing the Courageous Leaders of Tomorrow