



Notice of Position Availability

Assistant Director

Alabama High School Athletic Association

The Alabama High School Athletic Association announces a vacancy for the position of Assistant Director/Director of Officials.

The AHSAA, located in Montgomery, Al, is the state leadership organization for high school athletic programs which include regulating and coordinating interscholastic athletic competition in an equitable manner while promoting the value of interscholastic athletics as an integral part of a student's education-athletic experience by representing all member schools.*

Required qualifications: Bachelor's Degree, experience as an educator in a school system and a minimum of 5 years' experience as an official.

Preferred qualifications: Master's degree

Areas of responsibility: (Include but are not limited to) Govern, assign, and evaluate AHSAA officials; organize and supervise officials' camps; NFHS and AHSAA rules interpreter; edit officials' publications, sports responsibilities; act as liaison for the ALSDE and member schools in regards to the Officials Course offered in high schools.

Submit letter of application, resume, and list of references by March 27, 2019, to Denise Ainsworth, Assistant Director, AHSAA, at 7325 Halcyon Summit Drive, Montgomery, AL 36117, or email to: dainsworth@ahsaa.com

Starting Date: TBD

**The AHSAA is an Equal Opportunity Employer. In order to provide, equal employment and advancement opportunities to all individual, employment decisions at the AHSAA will be based on merit, qualifications, and abilities. The AHSAA does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law.*



Assistant Director

Reports to: Executive Director

Position Responsibility: Supervise AHSAA Officials

Basic Function:

This position will be responsible for working with the Executive Director and AHSAA Executive Staff. The individual will be expected to coordinate all aspects of the officiating program which includes, but is not limited to, assigning officials to various events as well as serving as editor of the officials' training manuals, as well as, perform any duties assigned by the AHSAA Executive Director of the Alabama High School Athletic Association.

Duties and Responsibilities:

- Coordinate and administer testing, registration, and training camps for officials in all sports
- Assist in school reclassifications, computer operations and event planning
- AHSAA playing rules interpretation which includes regulating and interpreting assessed penalties
- Event planning
- Maintaining accurate records of officials and associations
- Publication editing
- Sport Specific Administrator

Qualifications:

- Bachelor's Degree required: Master's degree preferred
- Minimum 5 years' officiating and/or educational athletics
- Athletic Administration experience preferred
- Excellent written and oral communication and organizational skills
- Advanced knowledge on NFHS rules
- Advanced knowledge of AHSAA bylaws
- Basic Financial Knowledge
- Knowledge of Microsoft Word, Excel, Outlook, and PowerPoint
- Knowledge of Arbiter (preferred)

Starting Date: TBD

Candidates are requested to forward a letter of application detailing personal strengths in meeting the qualifications of the position. Include a resume and a list of three references by March 27, 2019. Forward documents to Denise Ainsworth, AHSAA, 7325 Halcyon Summit Dr., Montgomery, AL 36117, or email to: dainsworth@ahsaa.com