

**THE UNIVERSITY OF ARKANSAS AT PINE BLUFF
POSITION ANNOUNCEMENT**

**PROJECT/PROGRAM DIRECTOR/DIR. OF STUDENT ATHLETE ACADEMIC
SERVICES**

The University of Arkansas at Pine Bluff, an NCAA Division I member of the Southwestern Athletic Conference and one of the leading institutions of higher education in the region, is accepting applications for the position of Project/Program Director of Student Athlete Academic Services. The incumbent will be charged with maintaining and enhancing the academic prowess which has propelled the department to being one of the top academically-rated programs in the conference. The director will be responsible for the management of all academic programs including academic monitoring of grades, advising student-athletes, degree planning, progress towards degree, graduation requirements, NCAA academic eligibility, and must be fully committed to compliance with all established institutional, conference and NCAA rules and regulations. Specific duties associated with this position shall include, but not be limited to: acting as liaison with faculty and staff regarding academic requirements and standards; educating faculty, staff, administrators, and athletics staff members regarding APR (Academic Progress Rate) and academic rules and regulations; coordinating academic presentations and awards; fundraising; establishing professional relationships with key members of the local community as well as alumni; and maintaining a keen knowledge of the APR (Academic Progress Rate) and academic standards through ongoing professional development opportunities. **MINIMUM QUALIFICATIONS:** Bachelor's degree and at least three years of experience on the NCAA Division 1 level as an administrator, coach or student-athlete. Review of applications will commence immediately and continue until the positions are filled.

Interested applicants should send a cover letter, resume' and contact information on a minimum of three professional references to:

Project/Program Director of Student Athlete Academic Services Search Committee
c/o Human Resources Department
University of Arkansas at Pine Bluff
1200 North University Drive
Mail Slot #4942
Pine Bluff, Arkansas 71601

Applications will be accepted until suitable candidates are found.

**“UAPB is an Equal Opportunity/Affirmative Action Employer.
Full Participation by Women and Minority Groups is Encouraged.”**