

MEMORANDUM OF AGREEMENT
RE: Athletic Director Job Description and Duties

Whereas the job description for the Athletic Director is described in Appendix I and

Whereas the job descriptions may be amended from time to time by the Employer after consultation with, and the approval of, the incumbent and the Union (such approval shall not be unreasonably withheld).

Now therefore, the Parties have agreed to amend the job description as follows until March 31, 2019, when the current Collective Agreement expires, at which time the Parties will further discuss proposed changes to the job description for the period after March 2019.

The current job description from Appendix 1.3 follows:

I.3 Athletic Director

Responsible to the Vice-President (Administration and Finance) or a Dean, as determined by the Employer from time to time. Work is assigned to the Athletic Director in terms of broad organizational objectives and policies. Duties and responsibilities of the position include;

- a) Providing strategic leadership to the Athletics Program, for operational and resource plans and objectives.
- b) Serving as Athletic representative for the University internally and externally
- c) Overseeing Media, Public Relations, marketing, promotional events and fundraising strategies for Athletics
- d) Responsibility for Athletics facility needs, game scheduling and Athletic game management
- e) Responsibility for compliance with all rules and regulations, and communication with Finance and Student Awards offices, to ensure athlete eligibility
- f) Responsibility for communication of, and compliance with, all program rules and regulations within Brandon University and each of the Leagues, and representation at League meetings
- g) Monitoring and assisting student athletes' academic, athletic and personal performance and development.
- h) Monitoring student athlete recruiting and communication
- i) Overseeing and providing leadership for the Athletics budget.
- j) Responsibility for recommending Program policy, policy development and management
- k) Reviewing and approving travel claims and Athletic expenditures
- l) Responsibility for day to day oversight and leadership of employees working within the Program and providing recommendations in the evaluation of these employees, which includes the coaches.
- m) Normally teach six (6) credit hours but teaching may range from three (3) to nine (9) credit hours.
- n) Other appropriate duties as assigned by the administrator to whom the position reports, through consultation with the incumbent

The following amendments shall apply to the job description:

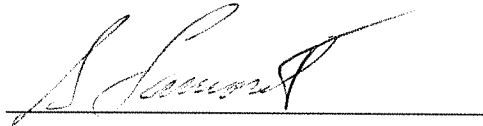
ADDITIONAL HEALTHY LIVING CENTRE DUTIES

- Overseeing and providing leadership for the HLC budget.
- Providing resource support for the HLC community access agreement with the city
- Providing strategic leadership to the HLC, for operational and resource plans and objectives.
- Responsibility for recommending HLC program policy, policy development and management
- Responsibility for day to day oversight and leadership of employees working within the HLC and providing recommendations in the evaluation of these employees

For the 2018-19 academic year, the normal requirement to teach between three (3) and nine (9) credit hours shall be waived in consideration of the additional responsibilities related to the Healthy Living Centre.

Brandon University

Per:

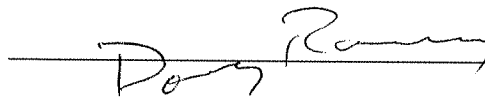


Date

Apr 25/18

Brandon University Faculty Association

Per:



Date

April 25/18

