



DIRECTOR OF SPORTS AND COMPETITIONS

The Iowa Sports Foundation (ISF) has an opening for a full-time Director of Sports and Competitions. The Director, reporting to the Chief Operating Officer, oversees the operations of the Iowa Games, Iowa Senior Games, and Adaptive Sports Iowa. This position directly leads the planning and execution of the Summer Iowa Games, one of the largest state-wide, multi-sport Olympic-style festivals in the nation. This is a leadership role within the Foundation and currently manages two full-time staff members.

The Iowa Sports Foundation offers a wide range of benefits, including a hybrid, flexible work environment. While there are no residency requirements, employees must be able to be on-site in Ames on a regular basis, including daily during peak event season.

RESPONSIBILITIES

SPORTS

- Oversee the direction of ISF sports and competitions
- Coordinate all aspects of the Summer Iowa Games
- Lead, oversee, and direct Sports and Competitions staff for effective management of event operations
- Locate and communicate with sport commissioners
- Coordinate and schedule venues for events
- Develop schedules for required sports
- Recognize and pursue new sport and event opportunities statewide

OPERATIONS

- Evaluate efficiency, effectiveness and viability of programs, events and challenges
- Serve as a member of the ISF Leadership Team
- Manage effective public relations and promotion of events, including assisting in developing marketing plans
- Coordinating volunteer recruitment and assignments
- Update website content & online registration
- Assist in assigning and directing interns and work-study students

OTHER

- Additional responsibilities as assigned by CEO/Executive Director and/or Chief Operating Officer
- Serve as liaison to the National Congress of State Games, including duties for NCSG national office as assigned
- Assist with other Iowa Sports Foundation programs, events, and challenges

QUALIFICATIONS

To qualify, candidates must possess:

- Bachelor's degree
- At least five years of progressive experience in a related field
- Project management skills
- Outstanding written and verbal communication skills
- Ability to work in a team environment
- Demonstrated integrity within a professional environment
- Ability to prioritize and multi-task
- High attention to detail and strong organizational skills
- Self-motivated and be a proactive worker
- Willingness to work occasional evenings and event weekends

BENEFITS

- Salary commensurate with experience
 - Hiring range projected at \$48,000-\$58,000
- Comprehensive medical coverage
- Retirement plan
- Fitness reimbursement
- Generous paid time off

HOW TO APPLY

Email cover letter, resume, and contact information for 3 references to Matt Beatty, Chief Operating Officer at matt.beatty@iowasportsfoundation.org.

DEADLINE

Open until filled. First review of candidates begins Friday, April 7, 2023



Iowa Sports Foundation | 1421 South Bell Ave. Suite 104 | Ames, IA 50010