



Erie 1 BOCES Education Campus, 355 Harlem Road, West Seneca, NY 14224
Tel. (716) 821-7006 Fax (716) 821-7139 Website: www.e1b.org

NOTICE OF VACANCY

Posting Number: 0820-0016
Posting Date: September 2, 2020
Start Date: October 15, 2020
Position Title: Executive Director of Section VI/NYSPHSAA
Location: Erie 1 BOCES
Management Services
E1B Education Campus
West Seneca, NY
Annual Salary: \$95,000-\$100,000
Hours: 8:00AM – 4:00PM

Minimum Civil Service Qualifications:

- A) Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Education, Sports Management, business or related field and five (5) years experience in the administration and leadership of athletics at the varsity high school or college level; or
- B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Education, Sports Management, business or related field and six (6) years experience in the administration and leadership of athletics at the varsity high school or college level; or
- C) An equivalent combination of training and experience as defined by the limits of (A) and (B).

Additional Qualifications:

- Must hold one of the following valid NYS Certifications:
 - School Building Leader (SBL)
 - School District Leader (SDL)
 - School District Administrator (SDA)
 - School Administrator/Supervisor (SAS)
- The successful candidate must be a consensus builder, working with diverse groups
- Must be a person of high integrity with strong communication and public relation skills
- Be a visionary cognizant of and committed to the needs of school districts and the community
- Must be able to initiate change and embrace new ideas
- Must be someone who will work collaboratively with all school districts and district leaders
- Must be able to demonstrate critical problem-solving skills, coupled with realistic solutions
- Must be someone with knowledge of financial planning and budget preparation and have a positive attitude and strong desire to move the Section forward toward greater success
- This is a highly specialized administrative position involving policy development and implementation as the chief executive officer for the interscholastic athletic programs and competitions that occur in the six county, 4 K-12 public school district region known as Section VI – New York State Public High School Athletic Association (NYSPHSAA).
- Reports via the Section VI President/Executive Committee to the Section VI Athletic Council and Director of Management Services at Erie 1 BOCES

Responsibilities: See Attached Duty Statement

Internal candidates for this position should send a letter of interest and resume via email to:

**Employment@e1b.org
To the attention of Kelly Eisenried, Director of Human Resources**

APPLICATIONS WILL BE ACCEPTED THROUGH SEPTEMBER 14, 2020

Special Notes: When responding to or inquiring about this Notice of Vacancy, please refer to the Posting Number noted above. Requests for reasonable accommodations at the interview under the Americans with Disabilities Act must be submitted in writing to the ADA Coordinator (Director, Human Resources Services) at least 48 hours prior to the interview.