

Commissioner: South Coast Conference
Cerritos College

Direct Link: <https://www.AcademicKeys.com/r?job=247782>

Downloaded On: Nov. 21, 2024 4:16pm

Posted Oct. 29, 2024, set to expire Nov. 25, 2024

Job Title	Commissioner: South Coast Conference
Department	Staff
Institution	Cerritos College Norwalk, California
Date Posted	Oct. 29, 2024
Application Deadline	11/25/2024
Position Start Date	Available immediately
Job Categories	Director/Manager
Academic Field(s)	Administration - Other
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Job Description

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Commissioner: South Coast Conference

Salary: \$30,000.00 Annually

Job Type: Technical and Paraprofessional

Job Number: SCC Commissioner-24

Closing: 11/25/2024 11:59 PM Pacific

Location: Los Angeles County, CA

Department: SCC Commissioner-24

Division: Kinesiology

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Description

The South Coast Conference Presidents and Athletic Directors are seeking qualified applicants for the Conference Commissioner position.

***Please note: This is not a Cerritos College job.**

About the South Coast Conference

The South Coast Conference is one of the premier California Community College Athletic Association's (3C2A) conferences demonstrated by intense regular-season conference competition and success of conference members in regular-season, non-conference competition, as well as regional and state post-season play. The South Coast Conference prides itself on developing exemplary student-athletes who strive for success in the classroom and in the competitive arena, maintaining competitive excellence in all sports programs at the conference, regional, and state level, and providing student-athletes with the opportunity to learn and develop values which fosters self-discipline, teamwork, sportsmanship, leadership skills, and fair play in an equitable and diverse environment.

Purpose of the South Coast Conference

1. To sponsor and govern competitive sports among members of this conference and any other institution, organization, club or team in accordance with the State Athletic Constitution and the provisions of this Constitution and its Bylaws;
2. To foster broad programs of men's and women's intercollegiate athletics which are consistent with the educational objectives of the member schools; and
3. To encourage excellence in performance of all participants in intercollegiate athletics as well as to stimulate academic achievement through high standards of scholarship.

Summary

The South Coast Conference (SCC) commissioner is responsible for ensuring that all the colleges in the South Coast Conference operate their intercollegiate athletic programs in accordance with the 3C2A Constitution and Bylaws and in accordance with the SCC Constitution and Bylaws. The Commissioner will sponsor and govern competitive sports among members of the SCC conference and any other institution, organization, club or team in accordance with the State Athletic Constitution and the provisions of this Constitution and its Bylaws; they will foster broad programs of men's and women's intercollegiate athletics which are consistent with the educational objectives of the member schools; and encourage excellence in performance of all participants in intercollegiate athletics as well as to stimulate academic achievement through high standards of scholarship.

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Job Duties

Essential Duties & Responsibilities

- Responsible to the conference membership, the 3C2A Executive for the implementation of and compliance with rules and regulations of the 3C2A Constitution and the conference constitution.
- Authorized to make rulings about the application of the 3C2A and SCC Constitution and Bylaws within his/her conference.
- Administer the rules and regulations of the South Coast Conference.
- Establish and provide rule interpretations for the conference members when appropriate.
- Meet on a regular basis with the 3C2A Executive for conference and 3C2A business.
- Serve as a communication link for the conference members to and from the 3C2A Executive and the 3C2A.
- Provide general administrative services for the conference including those of scheduling, checking eligibility, participation lists, protests, and appeals.
- Investigate alleged rule infractions. Report the findings to the conference and forward the conference position on the issue to the 3C2A Executive Office.
- Perform other administrative duties as may be required by the conference, the 3C2A Executive, and the 3C2A
- Attend all SCC conference meetings as well as fall and spring 3C2A conferences
- Develop the conference budget in conjunction with the conference executive board.
- Maintain eligibility records for the SCC Conference by verifying Form 1s, maintaining files of completed form 1s, compile data for the conference, collect Form 3s and investigate alleged rule infractions.
- Impose disciplinary action, reprimand, and/or probation as specified by conference and 3C2A bylaws.
- Coordinate conference schedules with sport administrators in the conference.
- Coordinate and finalize contracts with assignors for officials.
- Supervise the work of the conference SID, Secretary and Treasurer.
- Perform other functions as directed by the conference.

Minimum Qualifications

Qualifications

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- Knowledge of athletic policies, laws and regulations, preferably those of the 3C2A
- Experience with educational administration and leadership.
- Budget management, development and accounting procedures

Supplemental Information

Abilities

- Communicate effectively in writing and oral presentations.
- Analyze regulations and problem solve effectively.
- Develop and maintain professional relationships in a collaborative work environment.

TravelThe conference budget allows for a designated amount of travel reimbursement for 3C2A annual conventions and regional transportation costs. Please note the budget only allows for travel reimbursement for regional transportation, except for an annual 3C2A Convention. Candidates who wish to apply from outside the Southern California Region should be prepared to pay for their own transportation into the region outside of the annual convention.

Salary

\$30,000 stipend yearly plus travel expenses not to exceed \$2,000

Submission Requirements

Interested candidates must submit the following to the South Coast Conference:

1. Letter of interest indicating why you are interested in the position and how you meet the qualifications for the position.
2. Current resume.

To apply, visit <https://www.schooljobs.com/careers/cerritosedu/jobs/4696403/commissioner-south-coast-conference>

The District ensures that all qualified applicants for employment and employees have full and equal access to employment opportunity, and are not subjected to discrimination in any program or activity of the District on the basis of national origin, religion, age, sex or gender, race, color, medical condition,

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ancestry, sexual orientation, marital status, veteran status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. .

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Staff

Cerritos College

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