

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
STRATEGIC HIRE REQUEST**

**4/3/2023**

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p>Please include:</p> <p><b>Position Title:</b> Associate Dean of Athletics</p> <p><b>Position #:</b> MG-00059</p> <p><b>FTE:</b> 1.0</p> <p><b>Level:</b> M-9</p> <p><b>Department:</b> Athletics</p>	<p><b>1. Key responsibilities of position:</b></p> <ul style="list-style-type: none"> <li>○ Under the direction of the assigned manager, plan, organize, and coordinate daily operations and implement planning initiatives and events for area(s) of assignment in support of district goals and objectives.</li> <li>○ Supervise, train, and evaluate personnel within area(s) of assignment.</li> <li>○ Responsible for planning, organizing, implementing and supervising the general administration, program curriculum and accreditation of identified area of assignment, to include, but not limited to, Student Services, Student Success, or Instructional programs.</li> <li>○ Develop and implement programs and services to meet student needs.</li> <li>○ Facilitate collaboration among various campus departments that assist with the evaluation and development of program success as well as the promotion of student success and/or equity.</li> <li>○ Prepare and monitor program budget; control and approve expenditures within established guidelines; maintain contractual agreements with service agencies; oversight of travel arrangements, fund raising activities, or community outreach as applicable.</li> <li>○ Direct the development of program goals and objectives; ensure compliance with local, state, federal and district guidelines associated with area(s) of assignment.</li> <li>○ Establish and maintain effective working relationships with all constituents of the college district to optimize coordinated program efforts and to assist students.</li> <li>○ In collaboration with faculty and other administrators, interpret, develop and administer department policies and procedures.</li> <li>○ Prepare various fiscal, program, district, state and federally-mandated reports.</li> <li>○ Perform other duties as assigned.</li> </ul> <p><b>2. Current status of position:</b></p> <ul style="list-style-type: none"> <li>○ <b>Filling a replacement position included in the budget</b></li> <li>○ Filling a restructured position included in the budget             <ul style="list-style-type: none"> <li>■ Has an Org Mod been approved? Yes / No</li> <li>■ Org Mod approval date _____</li> </ul> </li> <li>○ Filling a new position             <ul style="list-style-type: none"> <li>■ Has an Org Mod been approved? Yes / No</li> <li>■ Org Mod approval date _____</li> </ul> </li> <li>○ Other (please specify)</li> </ul> <p><b>3. Strategic Staffing Rationale:</b> Please address at least one of the following items:</p>

		<ul style="list-style-type: none"><li>○ Legal mandates</li><li>○ Accreditation requirements</li><li>○ Health and safety priorities</li><li>○ Critical threshold of instruction or support services</li><li>○ Essential supervision</li></ul> <p><b>4. Budget Impact – Please specify the following:</b></p> <ul style="list-style-type: none"><li>○ Is position included in the current budget? Yes / No</li><li>○ Funding Source? Unrestricted</li><li>○ Smartkey and Salary Object: 1326013-1240</li><li>○ Annual Salary at Step B: \$115,253</li></ul>