AUBURN
Human Resources

Learning Specialist Athletics

Job Description

JOB INFORMATION

Job Code	BB39
Job Description Title	Learning Specialist Athletics
Pay Grade	AT06
Range Minimum	$50,500
33rd %	$60,600
Range Midpoint	$65,650
67th %	$70,700
Range Maximum	$80,800
Exemption Status	Exempt
Organizational use restricted to the following divisions	130 Director Intercollegiate Athletics
Approved Date:	3/6/2026 2:15:27 PM

JOB FAMILY AND FUNCTION

Job Family:	Athletics
Job Function:	Athletics Student Support Services & Academic Support

JOB SUMMARY

Creates, implements, and oversees integrated plans comprised of targeted programs and services designed to provide individualized structured assistance for student-athletes with significant academic challenges (students with documented education-impacting disabilities, international students, academically unsuccessful students, etc.). The plans are proactive, sustained and implemented to enhance student success and develop independent and self-motivated learners. The Learning Specialist's activities will support the mission and goals of Student-Athlete Support Services (SASS).

RESPONSIBILITIES

- Supports the development and implementation of data-informed programs and services tailored to assist academically challenged student-athletes, aiming to boost retention and graduation rates. The role involves crafting personalized learning plans and integrating Academic Strategists and Tutors to support the plan's successful execution.
- Facilitates the creation and implementation of initiatives and training programs and serves as a resource to SASS staff including Academic Counselors, Academic Strategists, and Tutors to ensure service providers are equipped with the skills and techniques required to best serve academically at-risk student-athletes.
- Serves as the liaison between SASS and the AU Office of Accessibility and the external screening and diagnostic service (clinical psychologists) providing additional assessment of at-risk student athletes. The Learning Specialist is an advocate for students when needed in regards to the process beginning with intake and initial assessments through diagnosis and the implementation and utilization of accommodations.
- Assists in the development and implementation of a comprehensive summer bridge program that begins to acclimate students to the rigor of college while also strategically providing needed remediation in the areas of math, reading, and writing.
- Creates and teaches workshops to targeted student-athletes focused on decision-making, time management, organization, self-advocacy, reading, math, study skills, and goal-setting.
- Works in conjunction with the Director, learning services to coordinate initial screening, assessment, and diagnostics testing of student athletes and makes referrals for additional testing by external clinical psychologists when the Learning Specialist deems this necessary. Additionally, consults and collaborates with external clinical psychologists, the team physician, the Athletics Department sports psychologists, and other professionals with regard to interpretation and utilization of data as it pertains to students diagnosed with education-impacting disabilities or experiencing academic challenges.
- Works one-on-one with at-risk student-athletes employing specific individualized learning strategies to enhance academic skill development.
- Maintains confidential records and historical data.

RESPONSIBILITIES

- Ensures goals and objectives are met with strict adherence to NCAA, SEC, and Auburn University policies and procedures.
- May teach courses related to student-athlete transition.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Master's Degree	In Education, Counseling, Special Education or other degree relevant to position.	and	3 years of	Experience in providing individual tutoring support, study skills assistance, time management strategies, or other learning support instruction to students. Experience working with students experiencing academic challenges for any reason, including but not limited to, a lack of academic preparation, skills, motivation, or a diagnosed learning disability.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of concepts, practices, and procedures regarding learning strategies;	And
Ability to interpret a range of assessment tools;	And
Knowledge of NCAA and SEC rules and regulations regarding student-athletes.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing			X			

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Walking			X			
Sitting				X		
Lifting			X			10 lbs
Climbing		X				
Stooping/ Kneeling/ Crouching		X				
Reaching			X			
Talking				X		
Hearing				X		
Repetitive Motions			X			
Eye/Hand/Foot Coordination			X			

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise		X			
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			

Vision Requirements:

Ability to see information in print and/or electronically.