
Auburn University Job Description

Job Title: **Dir, Health Recreation & Wellness** Grade SR12 \$60,900 - \$109,600
Job Code: **AE34**
FLSA status: Exempt
Job Family: Student Resources
Job Function: Student Services

Job Summary

The Director of Health Recreation & Wellness is responsible for overseeing the design, delivery, and evaluation of health education programming at Auburn University. This position will be pivotal in the planning, development, and implementation of comprehensive recreational and wellness programs that cater to the diverse needs of Auburn University students, employees, and their family members.

Essential Functions

1. Directs, leads, and supervises multiple recreation, fitness, and wellness programs and services while ensuring compliance with safety, risk management, and liability policies and procedures. This currently includes the following unit areas: Outdoor Recreation, Competitive Sports, Group Fitness, Personal Training, Nutrition Services, Health Promotion, Peer Education, Substance Use Prevention, Athletic Training and Employee Wellness.
2. Works in conjunction with other departments across campus including but not limited to, the AU Medical Clinic, Student Counseling and Psychological Services, Student Involvement, Sustainability, the School of Kinesiology, Human Resources, and Athletics to offer a comprehensive and integrated approach to health and wellness for all members of the Auburn University community.
3. Responsible for managing the current budget while actively seeking additional funding opportunities to support and advance health initiatives in critical areas.
4. Defines and drives the strategic direction of the assigned areas. Establishes both long-term and short-term goals, ensuring that they are aligned with the organization's strategic vision. Develops a clear roadmap for success guiding decision-making and resource allocation within the assigned areas.
5. Responsible for advancing the understanding of student health and wellness. Manage research projects and utilize data to gain insights into student health issues. Provide data reports contributing programmatic offering and shaping strategies that support the well-being of students within the organization.
6. Engages with a diverse student workforce in fostering a health promoting, welcoming, and a supportive environment that prompting connection to campus life, academic and career success, and community.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Master's Degree	Student Affairs, Health Promotion, Recreation, Higher Ed-Admin, or related field.
Experience (yrs.)	8	Experience working in a college/university in either recreation, health, health promotion, wellness, or athletic units is preferred. Experience in leading these units or subunits in the area are preferred. Experience should be progressive in nature, demonstrating a candidates increasing level of responsibility, accountability, and dependability. Additionally, knowledge of university budget planning and personnel management are required.

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Certification or Licensure Requirements

None required.

Pre-Employment Screening Requirements

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

No special vision requirements.

Date: 7/7/2023
