

Arizona Interscholastic Association
7007 N. 18th Street – Phoenix, AZ 85020 // Telephone: 602-385-3810 // Fax: 602-385-3779
Job Posting

STATE COMMISSIONER OF OFFICIALS

MAJOR DUTIES AND RESPONSIBILITIES:

- Provide leadership and vision related to the overall operation of the AIA Officials Department and officiating program, coordinate continued development and ongoing improvement.
- Recruit, screen, assign, supervise and evaluate officials for the AIA.
- Develop a high trust environment with AIA officials, member schools and constituencies.
- Develop and aggressively implement a statewide, recruiting program to attract qualified individuals to join the cadre of AIA officials.
- Oversee area commissioners, sports leaders and observers' program ensuring consistency in assigning and development of AIA officials.
- Assign officials to state play-off and championship games.
- Continue to improve the AIA's officials rating system to ensure objective evaluations of AIA officials.
- Investigate ejections and ejection appeals involving member schools.
- Enhance and improve officiating and crucial officials/coaches relationships by conducting meetings to jointly work to improve, define and evaluate areas of officiating strengths and weaknesses.
- Additional areas of responsibility as determined by the AIA Executive Director.
- Ability to interpret National Federation playing rules.

QUALIFICATIONS:

- Bachelor of Arts/Science degree.
- Sufficient knowledge of officiating techniques and mechanics to successfully administer the AIA officiating program.
- Strong leadership, administrative, presentation and public speaking.
- Human relations and communication skills required to interact effectively with AIA officials, member schools and constituencies.
- Computer literacy and hands-on computer skills.

SALARY:

- Commensurate with background and expertise

WORK TERM:

- Full-time position, 12 months, Exempt

BENEFITS:

- Medical, Dental, Life Insurance, Arizona State Retirement System, Sick Leave, Vacation, Paid Holidays

TO APPLY:

- Please email a letter of interest and current resume to:
Denise Doser – Director of Finance / HR – accounting@aiaonline.org

DATE POSTED: August 1, 2017

CLOSING DATE: August 15, 2017

START DATE: January 1, 2018