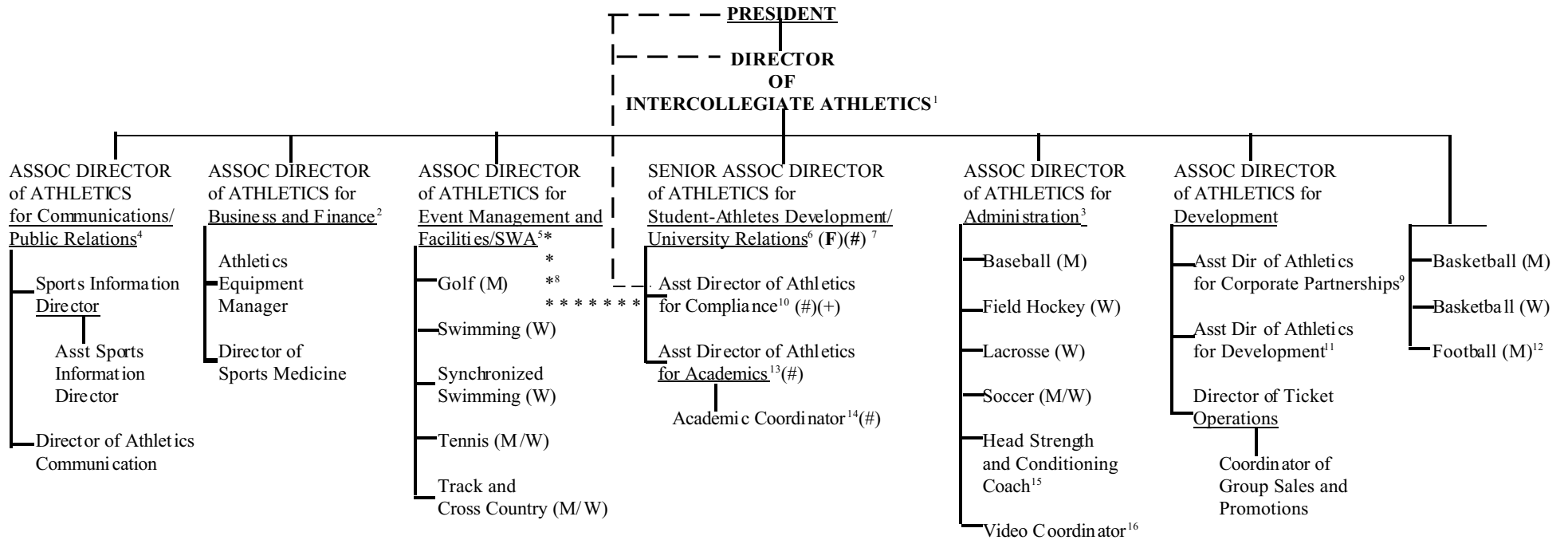


UNIVERSITY OF RICHMOND DEPARTMENT OF INTERCOLLEGIATE ATHLETICS ORGANIZATIONAL CHART



_____ Direct Line of Reporting * * * Lines of Coordination (#) Will coordinate as appropriate and required directly with Academic Deans and Faculty (F) Faculty Status
 (+) Will coordinate as appropriate and required directly with the Director of Intercollegiate Athletics and/or the President of the University on Compliance matters - - - - Lines of Access

END NOTES

- 1 . Director of Athletics - major focus is on the overall management of the Department of Athletics. Will Partner with Coaches for Men's and Women's Basketball and Football.
- 2 . Associate Director of Athletics for Business and Finance - major focus is overall management of Resources. Budget Management; Contracts; Liaison with Equipment Room (team travel, etc.); Personnel (contact with Human Resource Services); Contact with Athletics Ticket Office regarding financial management; and Secretaries.
- 3 . Associate Director of Athletics for Administration - major focus is development and implementation of Strategic Plan; special projects for the Director of Athletics; Partner with Coaches for Baseball, Men's and Women's Soccer, Field Hockey, and Lacrosse; Contact with Athletic Council; Partner with Strength and Conditioning Coach and Video Coordinator; and Coordinator of Interns.
- 4 . Associate Director of Athletics for Communications and Public Relations - major focus is being contact person for all forms of Communications and Media Relations; oversees Sports Information; all publications (recruiting guides, Spider Club); TV/Coaches' Shows; University Public Relations/Liaison; Community Relations/Speaking Engagements; Sports Information WEB Pages (Internet); and Special Projects.
- 5 . Associate Director of Athletics for Event Management and Facilities/Senior Woman Administrator - major focus is being contact for facility renovation, scheduling, and maintenance; Management (Game Operations) of all home events; Departmental Equity Contact; and Partner with Coaches for Men's and Women's Cross Country/Track, Golf, Synchronized Swimming, Women's Swimming, and Men's and Women's Tennis.
- 6 . Senior Associate Director of Athletics for Student-Athletes Development and University Relations - major focus is on the welfare of student-athletes, particularly in the area of academic support and life skills. Specific areas of concentration are: Overseeing Institutional, Conferences, and NCAA Compliance; General Administration; Academic Support/Life Skills Programs - Evaluation, Development and Implementation of Programs; Relations with University Community (i.e., Faculty, Admission, Financial Aid, Registrar, etc.); and Policies and Procedures.
- 7 . The person in this position and those listed below will work with student-athletes from the time they are designated as Prospective Student-Athletes (PSAs) until they complete degree requirements and graduate. This includes: ensuring NCAA and University procedures are followed during PSAs recruitment; that PSAs meet NCAA initial eligibility and the University's admission requirements are satisfied; that grants-in-aid and National Letters of Intent are properly issued and signed; that initial first year student-athletes orientations and academic advising are thorough; that satisfactory academic progress is monitored and certified; that academic support services are available to meet the needs of each student-athlete; and that all student-athletes are kept on track to graduate in four years, unless purposely delayed because of red-shirt or hardship status.
- 8 . Lines of Coordination between Associate Director of Athletics for Events and Facilities and the Assistant Director of Athletics for Compliance. This is continuation of an events and facilities enrichment program and backup training initiated in March 1999.

- 9 . Assistant Director of Athletics for Corporate Partners - Focus on corporate sponsorships, advertising sales and revenue generation business partnerships.
- 10 . Assistant Director of Athletics for Compliance - Serve as the Institutional and NCAA Compliance Coordinator; Is a primary contact for faculty, Admission Office, Registrar's Office, and Student Financial Aid; Serve as the Department's Recruiting Coordinator; Serve as an academic advisor.
- 11 . Assistant Director of Athletics for Development - Focus on Spider Club events, cultivation of volunteers, and solicitation of donations.
- 12 . Head Football Coach and Assistant Director of Athletics for Football Operations
- 13 . Assistant Director of Athletics for Academics - Oversee staff of academic advising professionals; Is a primary contact for faculty, Admission Office, Registrar's Office, and Student Financial Aid; Serve as an academic advisor; Will be assigned largest group of at-risk athletes; and Develop Life Skills Program.
- 14 . Academic Coordinator - Hire and oversee tutors and study hall monitors; Oversee study hall during assigned hours; Oversee select group of moderate-risk student-athletes; Serve as an academic advisor; Maintain progress reports.
- 15 . Head Strength and Conditioning Coach - The primary responsibility of the Head Strength and Conditioning Coach is to design, implement and monitor safe and effective strength and conditioning programs for all sports.
- 16 . Video Coordinator - major focus is the coordination of all video services; the use and purchase of all video equipment, the use of the team viewing room, development and management of the video services budget, filming, editing and exchange of all football and basketball practices and games, management of the student video staff, footage of all sports for all-sports video and special projects as assigned.