



*Accepting applications for the position of*

**EXECUTIVE DIRECTOR OF THE REGGIE LEWIS  
TRACK & ATHLETIC CENTER**



**EXECUTIVE SEARCH CONSULTANTS**





Roxbury Community College (RCC) is a public institution of higher education offering associate degrees, certificate programs and lifelong learning opportunities to the Greater Boston community.

RCC offers 24 associate degree programs, 6 credit-based certificate programs, 13 non-credit professional certification programs, 30+ lifelong learning and fitness classes, and customized incumbent worker training programs. The College hosts hundreds of civic and community events at the Reggie Lewis Center and Media Arts Center each year. RCC is committed to providing all learners with the academic and non-academic support required for degree completion and long-term success.

## MISSION

Roxbury Community College provides a nurturing environment, where all community members are welcome, regardless of past education. We transform lives through excellence and innovation, preparing our learners for active citizenry and success in a changing world.

## VISION

Roxbury Community College (RCC) empowers the community through education that matters.

## VALUES



ACCOUNTABILITY



EQUITY



EXCELLENCE



HONESTY



INTEGRITY

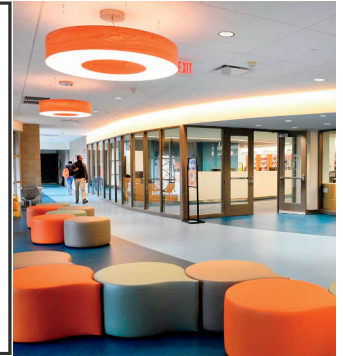


RESPECT

RCC's total economic impact is \$148.9 million or 2,113 jobs supported. In return for their investment, students will receive \$69.5 million in increased earnings over their working lives. This translates to a return of \$8.40 in higher future earnings for every dollar students invest in their education. Students' average annual rate of return is 31.9%. MA taxpayers gain \$21.3 million in added tax revenue and public sector savings from RCC.

# 91%

OF RCC STUDENTS WOULD RECOMMEND THE COLLEGE TO A FRIEND OR FAMILY MEMBER



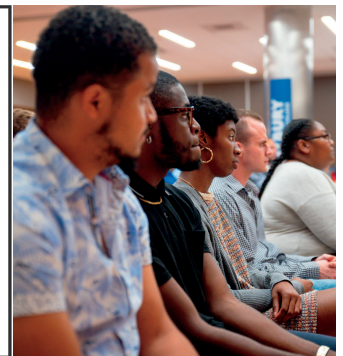
# 77%

OF FULL-TIME RCC STUDENTS ACHIEVE ACADEMIC SUCCESS WITHIN SIX YEARS



# 70%

OF RCC STUDENTS ARE BOSTON RESIDENTS



# 50% +

OF RCC CLASS OF 2022 GRADUATES RECEIVED DEGREES IN HEALTHCARE OR STEM FIELDS





# THE POSITION



Roxbury Community College (RCC) is seeking an innovative, community-centered, and dynamic 21st Century leader, for the newly developed position of Executive Director for the Reggie Lewis Track and Athletic Center (RLTAC). Reporting to the President of RCC, the Executive Director will manage all facets of a complex facility, with an understanding of its role as a community-based athletic facility that supports college, local, state, and national needs. The Executive Director is a consensus builder and displays the ability to understand and advance community engagement. They must have an entrepreneurial mindset and a background in managing budgets and large facility events.

The Executive Director will oversee the development and implementation of programs, services, and activities that support the RCC athletics program, the wellness needs of the college community, and neighborhood residents. The next leader of the RLTAC must be able to build pathways and partnerships with community groups, neighborhood and city leaders, and state and national organizations that support the goals and mission of the RLTAC.

A committed leader who can motivate and lead a team of dedicated staff effectively at all levels, the Executive Director will collaborate with other RCC senior leaders to achieve the College's strategic goals and objectives.

# DUTIES & RESPONSIBILITIES

- Manage all facets of the day-to-day operations of the Reggie Lewis Track and Athletic Center (RLTAC).
- Develop, support, and oversee a comprehensive program of fitness and wellness activities and services that meet the needs of the college, neighborhood residents, and surrounding communities.
- Manage and supervise staff, including union and non-union personnel, ensuring that they are trained, motivated, and committed to the success and mission of the RLTAC.
- Collaborate with the athletic director and other stakeholders across the college and local community, to ensure that the RLTAC meets their program needs.
- Develop and manage the athletic center's budget, ensuring resources are allocated effectively and efficiently to support the center's programs, goals and services.
- Lead the development and implementation of the athletic center's strategic plan, goals, and objectives that align with the college's mission, vision, and values.
- Evaluate the effectiveness of the RLTAC programming and services utilizing data to evaluate offerings and gain input from users.
- Manage and grow relationships with external partners, such as sponsors, donors, and community organizations, to secure funding and resources to support the RLTAC programs and services.
- Lead RLTAC with an entrepreneurial mindset, having the ability to think strategically concerning long-term goals and objectives.
- Understanding of the value of athletics at RCC and the role of the Reggie in its success.
- Ability to develop and maintain a spirit of teamwork amongst the RLTAC staff.



# DUTIES & RESPONSIBILITIES

## QUALIFICATIONS

- Bachelor's degree
- Minimum of 7 years of experience in a related field, with at least 3 years in a leadership role
- Commitment to Diversity, Equity, and Inclusion (DEI) with evidence that reflects leadership in DEI
- Knowledge of current trends and best practices in sports management, college athletics and wellness programming
- Proven ability to manage and motivate staff, building highly effective teams
- Strong written, interpersonal and communication skills
- Ability to work effectively, grow partnerships, and develop sponsorship opportunities for the RLATC
- A working understanding and compliance with the rules and regulations that govern the Massachusetts State Track Coaches Association (MSTCA) and Massachusetts Interscholastic Athletic Association (MIAA)
- Ability to work flexible hours, including evenings and weekends, as needed
- Must have a valid driver's license
- Must pass a background check

## PREFERRED QUALIFICATIONS

- Master's degree
- Hands on experience with intramurals, intercollegiate sports, fitness classes, or other recreational activities.
- Experience working with or supervising union employees.
- Demonstrated experience with strategic planning, program development and budget management.
- Fund Raising, development, or institutional advancement experience
- Bilingual skills a plus





**INTERESTED & QUALIFIED  
CANDIDATES APPLY HERE:**

[www.higheredjobs.com/admin/details.cfm?JobCode=178445013](http://www.higheredjobs.com/admin/details.cfm?JobCode=178445013)



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