

# M&P OCCUPATIONAL GUIDELINE

## JOB FAMILY: ATHLETICS & RECREATION Level D, Pay Grade 11

<b>LEVEL DEFINITION</b>	This level covers positions responsible for providing unit leadership across a broad range of recreation or athletic programs, staff leadership, resources and systems with considerable scope within the portfolio.
<b>TYPICAL RESPONSIBILITIES</b>	May include: managing multiple athletic or recreation programs within a portfolio; determining service goals, objectives and policies; managing portfolio operations; developing and implementing policies, processes, procedures, systems that have impact across the unit; management and preparation of budget for the portfolio; financial oversight of portfolio; identifying and attaining defined revenue targets.
<b>DECISION MAKING /LEVEL OF ACCOUNTABILITY</b>	Makes decisions regarding the strategic planning for a portfolio.
<b>SUPERVISION RECEIVED</b>	Works with considerable latitude within broad parameters. Work is reviewed in terms of achievement of broad goals.
<b>SUPERVISION EXERCISED</b>	Manages and oversees operations of portfolio. Manages staff that includes other management or coaching staff.
<b>MINIMUM QUALIFICATIONS</b>	Undergraduate degree in a relevant discipline. Minimum of six years of related experience, or the equivalent combination of education and experience.