



**IF W nBT 1031mATETQ reW nBT c 9w 1031m(Acic)J
Galveston Colleg ;**

- Conducts physical conditioning instruction for student athletes who participate in sport activity;
- Provides effective supervision of baseball/softball student athletes and life management;
- Prepares and administers intercollegiate athletic budget and provides program;
- Develops, in cooperation with athletic staff, games, schedules, and programs;
- Ensures that all events held in conjunction with the Athletic Department are held in Region XIV;
- Works with the Executive Director of the Galveston College Foundation to support the athletic programs;
- Establishes and evaluates goals for the athletic program through the Athletic Department program;
- Develops and oversees an annual orientation program for athletes;
- Develops appropriate tracking of and maintains appropriate information on the performance of all student athletes;
- Works with Counseling Department, faculty and other areas as needed to ensure athletes receive needed intervention and academic assistance in a timely manner.

- Prepares Right To Know and Academic Success reports;
- Serves as the primary liaison between Galveston College and the Galveston Independent School District regarding the use of shared athletic facilities;
- Submits written proposals, including expected income and expenses, for camps or other athletic activities. These activities are expected to be self

