

Wisconsin Interscholastic Athletic Association

Technology Coordinator

Position Vacancy



The Wisconsin Interscholastic Athletic Association seeks qualified candidates who embrace the purpose and vision of the WIAA and desire to proudly serve our diverse membership and move education-based athletics forward together.

Professional leaders with the following preferred qualifications and qualities are encouraged to submit an application.

QUALIFICATIONS

- ◆ Possesses at minimum a two-year degree or evidence of alternative training and experience with emphasis in information technology. Technical college or college degree is preferred.
- ◆ Possesses experience and knowledge with technology areas such as, but is not limited to website management, Mac, Windows, software, hardware, and model-view-controller programming development.
- ◆ Software will include, but is not limited to MS Office Suite, Adobe, Google Workspace, MVC and DNN.

APPLICATION

For full consideration, materials must be received by July 14, 2023.

- ◆ A formal letter of application
- ◆ A resume that reflects the qualifications, skills, and experience for the position
- ◆ Two letters of recommendation and two additional references

Send all application materials electronically to:

Kassie Mortimer, Assistant Director
kmortimer@wiaawi.org
715-344-8580 Ext. 1167

QUALITIES

- ◆ Demonstrates a strong interest in education-based athletics.
- ◆ Displays a service-first mentality with the ability to lead and collaborate with WIAA member schools and staff.
- ◆ Exemplifies a strong work ethic and recognizes, respects, and utilizes the individual talents of others.
- ◆ Projects a professional image of the energy and vitality necessary to represent, promote, and support the needs of the WIAA membership.
- ◆ Values diversity and has the ability to work with and appreciate people from all cultures, economic strata, and ethnic backgrounds.
- ◆ Possesses a "team-first" mentality and works in collaboration with others to problem solve.
- ◆ Communicates effectively, both verbally and in written form.
- ◆ Focuses on professional growth and development; seeking feedback and utilizing strong professional networks and resources to keep the WIAA on the cutting edge of technology and user-friendly systems.
- ◆ Takes initiative as a leader on technology-related projects.
- ◆ Demonstrates the ability to manage and prioritize tasks and assignments in a fast-paced, deadline-oriented environment.

- More

SEARCH TIMELINE

Posted Job Description

June 30, 2023

Deadline for Application

July 14, 2023

First Round of Interviews

July 19, 2023 – via Zoom

Final Interviews

July 25, 2023

Anticipated Start Date

August 21, 2023 or sooner

COMPENSATION

This is a full-time position and the starting salary for this position is negotiable and will be determined based upon that candidate's experience and skill set. We are committed to attracting the top talent and ensuring that the compensation is competitive in the industry. During the interview process we will discuss the salary range in more detail and consider the candidate's qualifications and expertise.

The WIAA provides 100% premium payments for medical, dental, term life, and disability insurance. Other benefits include employer HSA contribution, sick leave, vacation, and highly competitive employer contribution to retirement. Other benefits may be provided by the Board of Control.

The Wisconsin Interscholastic Athletic Association provides equal opportunity in education and employment and does not discriminate on the basis of race, religion, color, national origin, sex, age, marital status or handicap.

wiaawi.org

KEY RESPONSIBILITIES

- ◆ Provide technology leadership on behalf of the WIAA staff and membership
- ◆ Provide WIAA staff with technology support and professional development opportunities.
- ◆ Oversee the WIAA technology department, including a technology assistant.
- ◆ Responsible for all hardware/software inventory, organization, and management of all WIAA technology systems.
- ◆ Create and maintain all purchasing/budgeting for the technology department.
- ◆ Professionally represent the WIAA in interactions with athletic directors, coaches, officials and general public.

PHYSICAL DEMANDS

- ◆ The physical requirements indicated are examples of the physical aspects that this position classification must perform in carrying out essential job functions. Persons performing service in this position classification will exert ten to twenty pounds of force frequently to lift, carry, push, pull or otherwise move objects. This type of work involves sitting most of the time, but may involve walking or standing for brief periods. Reasonable accommodations may be made to enable a person with a disability to perform the essential functions of the job.

THE ASSOCIATION

- ◆ The Wisconsin Interscholastic Athletic Association, as defined by its Constitution, is a voluntary, unincorporated, and private nonprofit 501(c)(3) organization. The Association has a diversified membership of public high schools, nonpublic high schools, public middle schools, and nonpublic middle schools. The WIAA, formed in 1896, is the first state high school athletic association organized in the country. The WIAA oversees athletics in Wisconsin and sponsors 27 sport programs.
- ◆ The membership consists of 514 member high schools and 45 middle/junior high schools divided into seven geographic Board of Control districts. The executive office staff administers Association policies, rules and regulations, and provides other assistance and service to member schools, as well as registering licensed officials.
- ◆ The WIAA does not receive any funding via tax dollars, nor does it receive any financial support from the State. The WIAA is funded primarily through ticket sales from State Tournaments and other events. Additional funding is derived from sponsorships, a percentage of licensing fees and merchandising sales, and other minimal items. WIAA expenses are related to the operations of the business and the costs associated with running State championships.