

## **Duties and Responsibilities**

### **Position Identification**

**Title:** Sport Director

**Report To:** Vice- Chancellor

**Job Location:** CGU campus (<http://cgu-odisha.ac.in/>), Bhubaneswar

### **General function of Sport Director**

Sports directors are responsible for overseeing all aspects of a sports program of the University. They commonly work with athletes, coaches and other staff to ensure that everyone is working together effectively toward the same goals.

Sports directors may also be responsible for developing new programs or initiatives within the University. This might include anything from creating youth leagues to launching new fitness classes.

### **Sports Director Job Duties**

A sports director typically has a wide range of responsibilities, which can include:

- Managing the logistics of travelling to different locations for broadcasts or events such as interviews with coaches, players, and other sports figures
- Ensuring that information about upcoming events is provided to the public via social media channels such as Facebook and Twitter
- Interviewing athletes, coaches, and other sports figures to get their opinions on current events in the sport
- Coordinating with the station manager to develop broadcast schedules and deadlines for content production
- Coordinating with marketing staff to create commercials and promotions for upcoming events
- Coordinating with producers and technical staff to ensure that the production equipment is ready for use
- Coordinating with photographers and other visual media staff to ensure that the right images are captured for use in broadcasts

- Coordinating with writers and producers to create a script for the broadcast that meets all legal requirements, including disclaimer language and proper usage of trademarks
- Interpreting rules and regulations of different leagues and governing bodies to make sure that broadcasts are compliant

### **Required Skills:**

Sports directors need the following skills in order to be successful:

**Leadership:** Leadership skills can help sports directors build a team and motivate their staff to work together. They can also use leadership skills to create a positive work environment where their team feels valued and respected. Sports directors can use leadership skills to create a schedule, delegate tasks and motivate their team to perform well.

**Communication:** Communication is another skill that sports directors need to have. They often communicate with their team members, other staff members and the public. They also need to communicate with other departments, such as marketing and finance, to ensure that the team has the resources it needs to operate.

**Organization:** Organization skills can help sports directors plan and execute their duties. They may use organization skills to schedule practices, games and other events, manage their team's budget and keep track of their team's records and other information. Organization skills can also help them prepare for and conduct meetings, evaluate their team's performance and develop new

**Problem-solving:** Problem-solving skills allow sports directors to identify issues and find solutions. They may use these skills to help their teams overcome challenges during a game or practice, such as when a player gets injured or the team doesn't have enough equipment. They may also use problem-solving skills to find solutions to challenges that arise during the planning stages of a game or event, such as when a venue cancels or a team member can't attend.

## **Working Skill Sets**

Sports directors work in a variety of settings, including inter/intra colleges and inter/intra universities, professional sports teams, recreation departments, and fitness clubs. They typically work full time, and some may work more than 40 hours per week. They may work evenings and weekends to attend sporting events and meet with athletes, coaches, and other personnel. Some sports directors travel frequently to attend conferences and meetings or to observe athletes in training or competition. The work can be stressful because of the pressure to win and the need to meet deadlines.

## **Sports Director Trends**

Here are three trends influencing how sports directors work. Sports directors will need to stay up-to-date on these developments to keep their skills relevant and maintain a competitive advantage in the workplace.

### **The Growth of Esports**

The growth of esports is a trend that is quickly gaining popularity among young people. This is due to the fact that esports offers a way for players to compete against each other in a virtual environment, which makes it easier for them to stay focused on their studies.

As esports grows in popularity, sports directors will need to learn how to manage teams and create a positive team culture. They will also need to be familiar with the latest gaming technologies so that they can provide the best possible experience for their players.

### **More Focus on Player Development**

As sports become more competitive, teams are placing a greater emphasis on player development. This means that sports directors will need to focus on developing the skills of their players in order to give them an edge over the competition.

Sports directors can utilize this trend by creating programs that focus on specific areas of development, such as shooting or defense. They can also work with coaches to create a system that allows players to develop their skills throughout the season.

### **A Greater Emphasis on Sports Science**

Sports science has become an increasingly important field in recent years, as teams have come to realize the value of using data and research to improve their performance.

As sports directors begin to rely on sports science to make decisions, they will need to understand how to use data to make informed decisions about training, nutrition, and injury

prevention. They will also need to be able to communicate effectively with the sports scientists who work for their team.

Train students to attend in the State-Level / National Level / World-Skill Competition / Common-wealth / Olympics Games.

### **Required Skills and Qualifications**

- Bachelor's degree in sports management, business administration, or related field
- 10+ years experience working in the sports industry, with at least 5 years in a leadership role
- Proven track record of developing and executing successful marketing and promotional campaigns
- Strong understanding of the business side of the sports industry, including finances, contracts, and negotiations
- Excellent communication, interpersonal, and presentation skills
- Ability to work well under pressure and meet deadlines

### **Preferred Skills and Qualifications**

- Master's degree in sports management or related field
- 15+ years experience working in the sports industry
- Experience working with high-profile athletes or celebrities
- Extensive network of contacts in the sports industry
- Proven ability to generate new revenue streams

### **PHYSICAL REQUIREMENTS:**

- Ability to walk, stand, sit and climb stairs.
- Possess an adequate level of manual dexterity and sense of balance.
- Possess good near distance acuity (20 feet or less), far distance acuity (more than 20 feet), three dimensional depth perception and color distinction.

- Ability to tolerate environmental conditions: air conditioning, heat, dust fumes, noise, close quarters, etc.
- Ability to lift and move objects weighing up to 50 pounds.

**Guidance for the job description:**

The intent of this job description is to provide a representative and level of the types of duties and responsibilities that will be required of positions given this title. It shall not be construed as a declaration of the total of the specific duties and responsibilities of any particular position. Employees may be directed to perform job-related tasks other than those specifically presented in this description.