



Position: Sports Information Director

Job Description:

The Sports Information Director will be primarily responsible for promotion and advancement of the 9 intercollegiate athletic teams at Southwest Mississippi Community College. This individual will be the primary contact for all athletic media relations and will oversee all aspects of media for Southwest Bear Athletics. The Sports Information Director will report to the Athletic Director.

Duties and Responsibilities:

- Maintain all social media accounts for the 9 athletic teams and Southwest Bear Athletics.
- Work with the athletic director and coaching staffs from all programs to ensure that all public relations requests are met.
- Creates media guides, game programs, posters, schedules, rosters, and team publications for all sports 9 varsity sports at Southwest Mississippi Community College.
- Take game photos for all athletic events.
- Work with the athletics director to coordinate all events on BearTV.
- Coordinate with local news outlets to distribute press releases and create feature stories about SMCC Athletics.
- Record statistics for all athletic teams and post those statistics to the NJCAA, MACCC, and Southwest Bear Athletics Websites.
- Maintain record books for athletic teams.
- Work with the Athletic Director and the Director of the SMCC Foundation to sell ads, create corporate sponsorships, and carry out special promotions for Bear athletics.
- Create graphics for social media including those for Game Day, Signees, Camps, etc., as requested by athletic personnel.
- Travel with the college athletic teams to events and provide information to the opposing team's sports information director.
- These duties and responsibilities are not intended to be all inclusive and the employee will also perform other reasonably related duties as assigned.

Salary: Based on education and experience

Application Due: June 10, 2021

Qualifications: Required: Bachelor's Degree in Communications, journalism, English or a related field; minimum of 3 years' journalism or media experience

Contact: Submit Cover letter, resume and SMCC application to Becky Newman, Southwest Mississippi Community College, 1156 College Drive, Summit, MS 39666. Email: bnewman@smcc.edu Office: (601) 276-3841

SMCC application <http://www.smcc.edu/files/employment/staff/pdf/staffapp.pdf>

Nondiscrimination Statement: Southwest Mississippi Community College does not discriminate on the basis of race, color, national origin, age, sex, religion, or disability in its programs, activities or employment practices. The following persons have been designated to handle inquiries and grievances regarding the non-discrimination policies: Mrs. Rhonda Gibson, Director of Disability Support Services, SMCC, 601-276-3885, Kenna Hall 129; Mr. Blake Brewer, Vice President for Student Affairs, Title IX Coordinator, 601-276-3717, SMCC, 1156 College Drive, Summit, MS 39666.