



Job Posting: Commissioner of the Mid-Buckeye Athletic Conference

The Mid-Buckeye Athletic Conference (MBC) is seeking qualified applicants for the position of Commissioner for the 2021-2022 school year. Qualified individuals interested in the position, as outlined in the job description below, must submit a resume and letter of introduction to Kevin Maltarich, Athletic Director of Loudonville High School, at lopr_kmaltarich@tccsa.net, by noon on Friday, April 30th.

Job Description: Commissioner of the Mid-Buckeye Athletic Conference

Commissioner: The Conference shall employ a Commissioner per yearly contract to administer the Conference in accordance with all rules of the Ohio High School Athletic Association and policies set forth by the Mid-Buckeye Athletic Conference Board of Control. The position of Commissioner will rotate on a school by school basis or be selected from a pool of outside candidates based upon a majority vote of the member schools. If the position of Commissioner falls to a member school that chooses to pass on the appointment, it will fall upon the next scheduled member school to fill the position. If all member schools choose to pass on the appointment, the previous Commissioner could retain the position based upon a majority vote of the member schools. If no school is willing to fill the position of Commissioner, the Conference will advertise for an outside Commissioner or choose to retain its current outside Commissioner. The rotation of Commissioner will be filled in alphabetical order by school. Any new Commissioner shall take control of the Conference at the August meeting.

The Commissioner shall:

- A. Investigate complaints against member schools on poor sportsmanship, crowd control, player ineligibility, noncompliance with the MBC constitution or OHSAA rules and shall send a written report to individual schools when a complaint involves them, as well as submit the report to the Board of Control. The Board of Control will have the authority to render specific action in regard to the report.
- B. Be responsible for the administration and selection of All-Conference teams according to this Constitution and By-Laws and shall release All-Conference selections to the news media. The Commissioner shall assist in the presentation of the selections at the conference banquets.
- C. Oversee purchase of all Conference trophies and awards, including Coach and Player of the Year awards, in a given sport.
- D. Will use discretion when accepting officiating assignments involving schools in the MBC.
- E. Act as assignor, and/or oversee all assignors hired by the Conference, as outlined in "Assignor" description below.

- F. Meet with Athletic Directors of member schools monthly and Principals as scheduled in accordance with the Constitution and By-Laws to coordinate policies and recommendations for the best interest of the member schools.
- G. Attempt to observe at least one home game of each member school in a varsity sport.
- H. Assume all duties of the Treasurer as described below.
- I. Assume other duties as assigned by the Board of Control.
- J. Shall be paid a stipend of \$4,000* per contract each school year. The salary is payable in ten (10) installments, beginning in August and ending in May. The contract must be acted on at the April meeting of the Board of Control. At this time, the Board of Control may determine the merits of a raise in the current stipend paid to the Commissioner, if he or she is returning to the position as outlined in Article V. If the Commissioner is currently employed from a member school, that school will not have a vote in determining a potential stipend increase. The Commissioner shall be reimbursed for postage, envelopes and/or other materials as required to complete essential Conference tasks.

Assignor: The Conference shall employ assignor(s) in all sports (as available) in accordance with the rules of the Ohio High School Athletic Association and policies set forth by the Mid-Buckeye Athletic Conference Board of Control. The assignor shall:

- A. Assign registered officials for all Conference sports, unless otherwise determined by member schools, as established by the Board of Control.
- B. Use discretion when taking games to officiate involving schools in the MBC.
- C. Attempt to observe at least one home game of each member school in a varsity sport of assignor's responsibility.
- D. The Assignor(s) shall be reimbursed for postage, envelopes and/or other materials as required to complete essential Conference tasks.

Treasurer: Shall keep accurate records of all receipts and disbursements for the Conference. Shall collect annual dues of the league and shall provide a written financial report at each Board of Control meeting. Shall be responsible for paying all bona fide debts and serve as custodian for all MBC funds.

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