

Ottawa University, Kansas

Athletic Director



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THE OPPORTUNITY

Ottawa University is welcoming applications from and seeking nominations of energetic and motivating leaders for the role of **Athletic Director**. This leader will call the **Ottawa, Kansas** campus his or her primary home. **The Athletic Director** is responsible for the effective day-to-day management and supervision of the Ottawa University, Kansas athletic department. The Director position requires a high level of effective leadership and interaction with internal and external stakeholders.

[Ottawa University](#) is an institution with a proud 158 year heritage of educating adults and students of traditional ages for lifetimes of faith, service, leadership and significance. From its founding in 1865 in Ottawa, Kansas, the University has grown to an institution today that serves nearly 5,000 students through its residential campuses, adult and graduate studies campuses, and online. Ottawa University offers exceptional breadth and depth in its curriculum at the undergraduate and graduate levels which is constantly being updated and enhanced to make the greatest possible impact on the lives of its students.

Ottawa University, Kansas teams are known as the Braves. The University is a member of the National Association of Intercollegiate Athletics (NAIA) and competes in the Kansas Collegiate Athletic Conference (KCAC). The school's athletic program has expanded to 33 Varsity Teams and 18 Developmental/Reserve Teams. Men's sports include Baseball, Basketball, Bowling, Cross Country, Football, Golf, Lacrosse, Powerlifting, Soccer, Tennis, Track and Field, Volleyball, and Wrestling. Women's sports include Basketball, Beach Volleyball, Bowling, Cross Country, Flag Football, Golf, Lacrosse, Powerlifting, Soccer, Softball, STUNT, Tennis, Track & Field, Volleyball, and Wrestling. Co-Ed Sports include Competitive Cheer, Competitive Dance, and Esports.

OTTAWA UNIVERSITY EXECUTIVE OVERVIEW

- Ottawa University is a comprehensive, private, non-profit University, headquartered in Ottawa, Kansas. The University was founded in 1865 through a collaboration with the Ottawa Indian Tribe and the American Baptist Churches, USA.
- The Ottawa, Kansas residential campus is in its 158th year of service.
- The University is a pioneer in adult higher education, with over 48 years of serving the unique needs of adult learners in the Kansas City, Phoenix and Milwaukee metropolitan areas, as well as through a robust online education division.
- Ottawa opened its highly successful Surprise, Arizona residential campus in 2017, setting new records for enrollment growth and immediate sustainability.
- The University has been continuously accredited since 1914 by the Higher Learning Commission (HLC), and is one of the oldest continuously accredited higher educational systems in America.
- The University operates with 786 full and part-time faculty, including adjunct faculty. Approximately 76% of the full-time teaching faculty at Ottawa University hold a doctorate and the remaining 29% have a minimum of a master's degree as the highest degree earned.
- The University benefits from its Flex-Term academic schedule, designed to meet the demands of the particular course and related student learning patterns.
- Ottawa is a highly successful member of the NAIA, the Kansas Collegiate Athletic Conference, the Sooner Conference, the Golden State Athletic Conference, and the National Christian College Athletics Association. OU offers 33 varsity sports at its Kansas campus and 26 varsity sports at its Arizona campus, and enrolls more NAIA varsity athletes at its two residential campuses than any college in America.

- The University has produced a track record of organic growth from within a solid and respected 158 year old higher educational institution by growing its gross revenues and net tuition revenues by 86% and 69%, respectively since 2016.
- Ottawa has been successful in its fundraising activities since 2008 and has enjoyed outstanding results in its capital campaigns with strong support from the board and friends of the institution.
- Ottawa benefits from an unusually well-diversified strategic business model with three lines of business operating nationally and internationally, and is strongly positioned to sustain its growth and success well into the future.
- The newer Arizona residential campus located in Surprise achieved critical mass in just four years. OUAZ benefits from its location in the 5th largest and fastest growing state in the United States and in the fastest growing county (Maricopa) in the United States--a market with very little private higher education. Note, this position leads the Ottawa, KS campus athletics only.
- The school has been built on the foundation of its resurgent historical campus in Kansas which is enjoying its highest enrollment in thirty-five years.
- Augmenting the two residential campuses is a powerful and profitable online and adult site distribution model with adult campuses in the Kansas City and Milwaukee metropolitan areas and operations serving the Phoenix metropolitan area from the Surprise campus.
- A commitment to the development of the whole person is deeply embedded in the University's cultural and operational DNA.



OTTAWA UNIVERSITY LEADERSHIP



William M. (Bill) Tsutsui, PhD Chancellor

Bill Tsutsui joined the Ottawa University family on July 1, 2021 and has hit the ground running. He convened a broadly based comprehensive strategic planning process at Ottawa last fall, charting the course for a bright future. Bill is an award-winning historian, a passionate classroom teacher, and a seasoned academic leader with a record of innovation. Born in New York City and raised in Texas, he holds degrees from Harvard, Oxford, and

Princeton.

Bill began his academic career at the University of Kansas, where over 17 years he held a range of administrative positions, including chair of the Department of History and associate dean in the College of Liberal Arts & Sciences. From 2010 to 2014, he was dean of Dedman College of Humanities and Sciences at Southern Methodist University in Dallas. From June 2014 through December 2019, Bill served as president of Hendrix College, a top-tier national liberal arts college founded in 1876, where he stressed accessibility and affordability, diversity and inclusion, a commitment to the core values of a liberal arts education, and connecting with the college's Arkansas heritage. Most recently, Bill served as the Edwin O. Reischauer Distinguished Visiting Professor at Harvard University. A former member of the NCAA D-III Presidents Council, he is currently on the boards of the Association for Asian Studies and the US-Japan Council, and was appointed in 2020 to the Japan-US Friendship Commission.





Reggie Wenyika, EdD President, OUKS

Reggie Wenyika joined Ottawa University, Kansas, in July 2018 as Campus President and Professor of Religion and Education. He also serves on the NAIA Council of Presidents and has chaired and served on two NAIA task forces. He is also the Secretary-Treasurer of the Kansas Independent Colleges Association (KICA) and serves on the Scholarships and Research Committee and Employee Benefits Committee for the KICA.

With Reggie as President of OUKS, the University is enjoying the highest enrollment in its history, and its Athletic Department has earned numerous recognitions, including five national championships, 25 NAIA national tournament appearances, 19 KCAC regular season championships, 11 KCAC tournament championships, and 42 KCAC individual champions. With 33 team sports, OUKS currently has over 900 students participating in athletics.

Student participation in travel abroad experiences has also grown from 1.3% to 10% of the entire student body during his tenure.

Reggie currently serves as Vice-Chair of the City of Ottawa Planning Commission. He received the 2020 Community Developer Award from the Ottawa Chamber of Commerce and was voted The 2023 Person of the Year (Best of the Best) by the Ottawa Herald. He has held several community and board leadership positions, including Vice-Chair of the Oklahoma Independent Colleges and Universities (OICU), Chair of the Board of Trustees of the African Institute of Biomedical Sciences and Technology (AiBST), the American Association of Presidents of Independent Colleges and Universities (AAIPCU), Oral Roberts University Alumni Association, and Faith Community Churches International. He has also served as a commissioner for the Council of Christian Colleges and Universities (CCCU)'s Chief Academic Officers Commission, a trainer for the Diversity Commission, and was a charter member of the American Council on Education (ACE) Chief Academic Officers. Reggie is also an Accreditation Peer Reviewer Federal Compliance Reviewer and sits on the Institutions Actions Committee for the Higher Learning Commission. He has been involved in other higher education initiatives in Colombia, Bolivia, Nigeria, Haiti, and Zimbabwe.

He travels and speaks on various subjects at various colleges, conferences, seminars, and church gatherings. His multi-disciplinary scholarly interests include education, behavioral sciences, theology, and health sciences. He co-edited *Engaging Our World: Christian Worldview from the Ivory Tower to Global Impact* and co-authored *Strictly Business: Soft Skills to Help You Succeed in The Hard World of Business (2nd Ed.)*. Reggie has presented papers at various scholarly societies and co-published in such journals as *The European Journal of Contraception and Reproductive Health Care*, *Child Abuse Review*, and *The Journal of Public Health*. He also contributed to the 2017

textbook *Child Maltreatment in Residential Care: History, Research, and Current Practice*. An abstract expressionist artist, Reggie held his first solo exhibition in 2019. He also enjoys poetry; six of his poems were included in the 2021 anthology *Blue Guitar: The Sound and Look of Creativity*. He also compiled the book *All Together Now: Essays Honoring William M. Tsutsui on His First Anniversary of Leading Ottawa University* in 2022.

A graduate of the University of Zimbabwe's College of Health and Sciences, Reggie also holds a Bachelor of Religious Arts in Biblical Studies, a Master of Ministry in Leadership, a Master of Arts in Higher Education Administration, and a Doctor of Education in Higher Education Administration from Oral Roberts University where he was honored with the Most Outstanding Achievement Award for Doctoral Graduate achievements. In 2017, he received an honorific award from the Evangelical University of Bolivia in Santa Cruz, Bolivia, and in 2020, he completed the Oxford Executive Leadership Programme with the University of Oxford.



WHY WE SERVE

Since its inception in 1865, Ottawa University has sought to live out its mission in some unique and powerful ways. It began with the collaboration between two American Baptist missionaries, Jotham and Eleanor Meeker, and the Ottawa Indian Tribe of Kansas to promote education and peace in a rapidly changing world.

Out of this relationship, Ottawa University was born. Ever mindful of the University's original commitments,

treaties and agreements were refreshed and strengthened in 2008 by then President & CEO Kevin Eichner and the Board of



Trustees, allowing all Ottawa Indians to attend the University at any of its locations free of charge. Since 2008, more than 350 tribal members have enrolled and over 150 have graduated, far more than in the 143 prior years put together. In recognition of this esteemed relationship, the Ottawa Tribe made a major donation in the form of a beautiful fire-and-water feature that is the signature element of the University's Gangwish Library and Gibson Student Center. The Tribe and the University continue to enjoy harmonious collaboration in pursuit of mutual aims.

Ottawa University has grown from its origins on the banks of the Marais des Cygnes River in Kansas to a comprehensive, not-for-profit, educational institution, which serves students of traditional age and adult learners worldwide. Thoroughly grounded in its mission, Ottawa University carries out its educational purposes through its liberal arts and professional studies programs at both the undergraduate and graduate levels. Ottawa University guides learners to integrate faith, learning, and life, to gain the abilities they need to succeed and prosper, and to do so with an increased sense of the knowledge, compassion, respect, and service our world requires. Interested candidates are encouraged to review the University's Mission Documents, which include the Mission and Vision Statements reproduced below as well as the University's Diversity Policy, Hallmarks of Distinction, Guiding Principles, Statement of Strategic Intent, Statement of Educational Purposes, and Code of Conduct, all of which are available on the University's website, www.ottawa.edu/About-Us.

MISSION

Building on its foundation as a Christ-inspired community of grace and open inquiry, Ottawa University prepares professional and liberal arts graduates for lifetimes of personal significance, vocational fulfillment, and service to God and humanity.

VISION

Ottawa University will be positioned as a rapidly expanding institution known for its innovative educational models, exceptional value, and special ability to prepare diverse student populations for lives of enlightened faith, exemplary service, inspired leadership and personal significance.

ACADEMIC PROGRAMS

Ottawa University offers degree programs in more than 50 academic disciplines (38 undergraduate, 11 graduate and 1 doctoral), including healthcare management, nursing, humanities and the social sciences, education, business, and STEM. The University offers well over 100 areas of study (majors, minors, and concentrations). These academic programs are offered in various locations throughout the country including satellite campuses, the traditional residential campuses and online.

The most popular majors among traditional undergraduate students include Business Administration (19%), Exercise Science (14%), Psychology (11%), Biology (9%), and Sports Studies (9%).

Excellent graduate programs are offered in Applied Psychology, Business, Counseling, Education and Nursing, as well as a large Executive MBA program for international students already in country. The University launched its first doctoral degree program, a Doctor of Business Administration, on the Ottawa campus in fall 2022. The University continues to research and develop new academic offerings that the market needs and programs from which graduates can serve our communities and their public health demands: physical, mental, and emotional health; such as the Master of Arts in Counseling program in Kansas City, launched in Spring 2023, and the new Bachelor of Science in Nursing: Prelicensure program, which prepares students to enter the nursing profession as Registered Nurses, which was approved by the Kansas Board of Nursing in 2023 and will begin its first cohort in Spring 2024. Additionally, in support of Health Professions programs, the University is working to launch the Master of Science: Physician Assistant program.



CAMPUS LOCATIONS

The University's Ottawa, Kansas residential campus is located on sixty-four acres. This campus has sixteen major buildings, including three residence halls, seven academic and administrative buildings, four athletic facilities, a student-dining center, and a library/conference center.

The University's Surprise, Arizona campus currently sits on 13 acres. This campus has planned access to an additional 20 acres immediately south of its current campus, which will be developed over time to include additional academic, administrative, housing, and athletic facilities as enrollments increase.



In December of 2020, the University completed a highly successful \$38 million public bond offering, allowing it to own all of its Arizona properties and to do so at materially lower costs over time. Because of its track record of growth and its unique business strategy and model, the investment banking firm of Ziegler and Company noted that Ottawa achieved the most favorable pricing for its bonds of any non-rated higher education credit in the entire preceding year.



In addition to the two residential campuses, Ottawa operates adult sites in Surprise (Phoenix), Overland Park (Kansas City), Milwaukee, & Online. As a pioneer in adult education, Ottawa University has been offering busy adults the opportunity to earn bachelor's and master's degrees in the Kansas City-metropolitan area for more almost 50 years.



POSITION SUMMARY

The OUKS Athletic Director is responsible for the effective day-to-day management and supervision of the University athletic department. This position requires a high level of effective leadership and interaction with internal and external constituencies. The Director is responsible for all athletic budget implementation and oversight, compliance/eligibility issues, scheduling and management of sports facilities, marketing, athletic fundraising, recruitment and retention of athletic staff, ensuring the attainment of student-athlete recruitment goals, and acting as a representative of the University to the Ottawa community, athletic conference, and the NAIA. The Director will demonstrate an understanding of the university's mission and foster its values and strategic goals.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Represent the University at athletic conference and NAIA meetings. Work collaboratively with the Registrar and Faculty Athletic Representative to establish individual student-athlete eligibility according to conference and NAIA rules for each respective sport. Complete all Board, KCAC, and NAIA reports in a timely manner. Communicate with the Campus President and administration (and coaches) concerning all issues related to the athletic department, conference, and the NAIA.
- Oversee the planning and scheduling of events within the athletic facilities. Schedule staff to effectively manage and operate each sporting event. Oversee management of all athletic property and facilities.
- Direct recruitment of student-athletes and effectively monitor and report student-athlete outcomes such as retention and completion. The AD will ensure that student-athletes are making academic progress in their coursework and maintaining eligibility for participation.
- Participate as an active and effective member of the campus leadership team and as a member of campus-wide and University-wide committees, as needed.
- Responsible for all athletic budgets. Work with coaches, trainers, staff, finance department, Campus President, Campus Administrative Operations Director, and CFO to develop appropriate budgets and monitor them throughout the fiscal year.
- Responsible for all aspects of transportation management for all teams through fleet, charter bus, van rental, and/or air travel.



- Be visible in the Ottawa community to generate goodwill toward the University's athletic programs.
- Work collaboratively with the University Advancement (UA) office to oversee all athletic-related fundraising and events, such as athletic alumni projects and events. Work closely with UA to gain more active members and increase gift levels.

POSITION REQUIREMENTS

- Master's Degree required. Master's Degree in Athletic Administration or a related field preferred.
- Minimum of 5 years of proven collegiate athletic senior leadership experience.
- Excellent communication, interpersonal and leadership skills required.
- Ability to work with diverse groups to provide education and training.
- Ability to assume a leadership role with multiple work groups.
- Strategic thinker, and the ability to motivate staff through leadership and building a positive and productive team.
- Excellent understanding of student retention strategies in a college environment.
- Customer service orientated with strong verbal and written communication skills needed to facilitate and resolve problems.
- A strong commitment to adult learning in a liberal arts education is expected.



NOMINATION & APPLICATION PROCESS



CBIZ EFL Associates (<https://eflassociates.cbiz.com>), an executive search firm, is assisting **Ottawa University** with its search for this important leadership position. All calls and inquiries should be made through the search firm.

Nominations and applications will be held in strict confidence and candidates will remain confidential until the final stage of the search, at which time the express permission of finalists will be obtained before making their candidacy public.

Application Process

STEP 1: Complete a brief online application (2-3 minutes):

- <https://www.surveymonkey.com/r/OttawaAD>

STEP 2: Send us your letter of interest and résumé or curriculum vitae:

- Send in **PDF format**
- Send to ApplyHigherEd@EFLAssociates.com
- Email subject line should read – "***Ottawa Athletic Dir Application***"

Key Dates

- Application deadline is **November 17, 2023**
- Semi-Finalist Interviews are tentatively scheduled the week of **December 11, 2023**
- On campus Interviews tentatively scheduled for week of January 8 or January 15, 2024
- The position start date is March 1, 2024. There is flexibility for the ideal candidate to start from January 2024 to June 2024.

Confidential Inquiries

Steve Waldron, JD

VP & Managing Director, Higher Education Practice

816-945-5423 (direct) Email: swaldron@eflassociates.com

Nominations & Application Questions

If you would like to provide a nomination, please email all pertinent information (including an email address and phone number of the nominee) to:

Edith Ketay

Program Manager, Higher Education Practice

816-841-4001 (direct) Email: Edith.Ketay@EFLAssociates.com