



## IDAHO HIGH SCHOOL ACTIVITIES ASSOCIATION

Serving Idaho's Youth Since 1926

Chad Williams, Executive Director

Julie Hammons, Assistant Director      Mike Federico, Assistant Director

8011 Ustick Road      Boise, ID 83704

Phone #: (208) 375-7027      Fax #: (208) 322-5505

website: idhsaa.org      e-mail: admin@idhsaa.org

---

### **Position Announcement: Athletic Director Mentor (AD Mentor Program)**

The Idaho High School Activities Association (IHSAA) is launching a new Athletic Director Mentor “AD Mentor” Program designed to support and serve newly appointed athletic and activities directors across the state.

Beginning in Fall 2026, the IHSAA will engage qualified individuals as part-time mentors to provide leadership, guidance, and professional support to an assigned cohort of new athletic directors. Mentors will work closely with their assigned group throughout the school year through a combination of in-person meetings, virtual sessions, and consistent communication via phone, email, and text.

### **Position Overview**

Each AD Mentor will:

- Provide structured guidance and support to a cohort of new athletic directors.
- Conduct regular in-person and virtual meetings throughout the academic year.
- Maintain ongoing communication to assist mentees with leadership development, compliance, operations, and program management.
- Serve as a resource aligned with IHSAA policies, procedures, and educational philosophy.

### **Qualifications**

Candidates must demonstrate:

- A deep commitment to the educational philosophy of school-sponsored athletics and their positive impact on students, schools, and communities.
- Exceptional interpersonal and communication skills.
- Professional integrity, leadership presence, and a strong work ethic.
- The ability to build collaborative relationships with new athletic directors and IHSAA staff.

### **Minimum Requirements**

Applicants must:

- Have a minimum of 10 years of experience as an athletic administrator at an IHSAA member school.
- Be retired or currently working in a limited capacity to ensure adequate time commitment to assigned mentees.
- Demonstrate alignment with the IHSAA philosophy and a passion for mentoring emerging leaders.
- Possess the technology skills necessary to utilize Co-Hort and manage scheduling, communication, and core athletic director responsibilities.

## **Compensation**

Selected mentors will serve as part-time; at-will contract employees and will receive:

- An annual stipend of \$2,500 from the IHSAA
- An additional stipend provided by the IAAA and participating school

## **Application Process**

Interested candidates should submit the following materials by May 29<sup>th</sup>, 2026:

- IHSAA Application
- Résumé
- Cover letter of interest

Materials should be emailed to: [admin@idhsaa.org](mailto:admin@idhsaa.org)

Additional details regarding specific duties and expectations will be provided to selected candidates during the interview and selection process.