**ATHLETIC DIRECTOR**

**Position:** Promotes, organizes and directs a program of interscholastic athletics.

**Reports to:** Superintendent, High School Principal, and Middle School Principal

**Supervises:** Athletic program including sports, coaches, athletes, support staff, and staff necessary to conduct events.

**Qualifications:** Degree in Education, Teaching Experience, Coaching Experience, and Demonstrated Leadership Skills.

**Performance Responsibilities:**

* Develop and maintain a program which emphasizes safety, healthy life choices, and welfare of the participants.
* Strives to develop the concepts of discipline, hard work, desire to excel, and dedication to the sports of their choosing.
* Hire and maintain a coaching staff that believes in the value of educational athletes. That is to promote athletics as a component of the educational process, where students learn valuable lessons in practice and competition that will shape their future.
* Supervise an evaluation program for the coaches and set up training programs for coaches to be certified in CPR and First Aid.
* Encourage each head coach to develop a weight training program that will allow the athletes to experience the value of hard work in the weight room.
* Manage athletic events/competitions, develop a budget, and administer the rules and regulations of the MHSAA.
* Pursue in-service and training programs that will improve the quality of the athletic program at (School District).

**Terms of Employment:** Salary and benefits as established by the (School District) Administrators’ Association collective bargaining agreement. Flexible schedule to supervise/attend events, activities and meetings held evenings and weekends.

**Evaluation:** As determined by the (School District) collective bargaining agreement.