Southern Teachers is assisting in Scheck Hillel Community School’s search for an Athletic Director to develop and coordinate a full range of services and programs, ensure their compliance with Florida High School Athletic Association regulations, and supervise coaches, trainers, spirit and fitness center coordinators, and student volunteers. The AD participates in staff hiring; provides orientation, conditioning, and training programs for athletes and coaches; manages sports events; produces athletics policies, bulletins, and master calendars; and resolves problems and complaints.

The Director develops the department budget and controls expenditures; recommends policies for and supervises use of training and fitness center facilities; and ensures coaches’ accurate inventory of equipment. He or she assists in developing the department website; coordinates sports travel and insurance claim processing; makes recommendations regarding student-athlete discipline and academic issues; coordinates sports banquets; and attends all home events or delegates game administrators. Like all faculty and staff, the AD must lead by example; display kindness, empathy, and regard for others in all communications; work effectively with colleagues and students by being punctual, meeting deadlines, and collaborating to solve problems; build trust by acting with integrity, courtesy, and responsibility, even in the face of stress; enhance job performance through ongoing training, reading job-related materials, and meeting with others; maintain confidentiality and safety; and keep work areas clean and orderly.

Candidates should hold advanced degrees in athletics administration and have extensive experience in high school teaching, coaching, or administration, as well as knowledge of current K-12 athletics program practices, student-athlete issues; supervision techniques; budgeting and financial control procedures; and FHSAA rules. They must be able to integrate multiple activities to meet program goals; collaborate in developing activities and services to meet the needs of a wide variety of student-athletes; supervise and train students and staff in a variety of labor-intensive activities; communicate effectively orally and in writing; and establish cooperative working relationships. Bilingual (English and Spanish) candidates with Florida Educator Certification are preferred.

Established in 1970, Scheck Hillel is a nationally recognized college preparatory and Jewish community day school. Its well-rounded, rigorous, dual curriculum program serves over 1000 students in early childhood through grade twelve. As a Blue Ribbon School of Excellence, Scheck Hillel attracts and retains a diverse faculty who demonstrate professional excellence with an unwavering commitment to delivering an education of unsurpassed quality. As a community school, Scheck Hillel isn’t just about education, it’s about the whole child.

To apply, please complete the online Application to become a Southern Teachers Candidate and submit a cover letter explaining your interest in and qualifications for this position, which begins in July 2022.