

Valley Christian School is looking for a part time Athletic Director for the 2018-2019 school year. There are a number of responsibilities for the candidate

- Schedule athletic events, practices, pep rallies, and transport
 - Attend periodic meetings to represent the school to MHSAA and other member schools
 - Set up for and tear down home athletic events
 - Supervise home athletic events
 - Organize parent volunteers for home events
 - Collect student paperwork/fees related to sports
 - Interview and evaluate coaching staff
 - Manage athletic equipment
 - Organize summer sports camps
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- Experience preferred
 - Must be organized and pay good attention to detail