



Middle School Athletic Director (2021-22)

Canterbury School is part of a long Episcopal school tradition of strong academics, an inquiry-based approach to learning, and a diverse environment. We give a central place to both the life of reason and the life of faith, and we believe that the ultimate purpose of education is to prepare students to become contributors to and leaders in an ever-changing world. Our preschool-8th grade structure concentrates on the learning needs and development of young children and middle school adolescents, without the added complexities of the high school experience. Since our founding in 1993, we have stressed that the most complete education develops the whole child: mind, body, and spirit.

Canterbury maintains a staff of approximately 70 employees, and its teaching faculty are a healthy mix of veteran, mid- and early-career educators who enjoy small class sizes where every child is known, cared for, and loved. Students of color comprise about 20 percent of our student body of 325. Our school is situated on a beautiful 35-acre campus with a natural area, ropes course, and pond – and also a well-equipped science center. From chess to outdoor exploration, faculty are encouraged to share their passions, and students and teachers participate together in service learning, as well. Canterbury Cougars are active in Greensboro, and we're told that our students are some of the most polite in town – but they're also still kids who love to have fun in a community that challenges their minds and nourishes their spirits.

Greensboro, NC is the birthplace of the Sit-In Movement, a progressive community full of religious and ethnic diversity. It offers outstanding universities, wonderful restaurants, beautiful parks and trails, minor league baseball and basketball teams, and a new 3,000-seat performing arts center.

Middle School Athletic Director/PE Teacher

Canterbury seeks a passionate and collaborative full-time athletic director for the 2021-22 school year. Canterbury's middle school is comprised of 5th-8th grades. The Athletic Director's responsibilities include, but are not limited to, oversight, planning, coordinating, and implementing Canterbury's athletics programs, teaching middle school physical education, and coordinating Canterbury's outdoor adventure (high- and low-ropes) program.

Supervision

- Ensure that our student athletes are our first priority (their safety, their growth/development, and their fun!)
- Supervise coaches and Canterbury staff members, providing direction, management, and advice.
- First line intervention with coaches, student athletes, parents of athletes, spectators, and representatives from other schools.
- Encourage and instruct athletes, students, parents, coaches, and fans on good sportsmanship.

Planning

- Plan athletic programs, PE schedules, and outdoor education programs for the entire year in relation to conference regulations (for athletics) and Canterbury school annual calendar
- Participate/coordinate with other athletic directors in planning, coordinating and implementing league games, championships, events, and any other school/conference activities
- Work closely with the Canterbury facilities coordinator to ensure all athletic events, bus schedules, field requirements, and referee schedules are on the master school calendar
- Work in coordination with Middle School Director to plan and coordinate athletic travel, including travel dates and departure times so as not to interfere with important school dates
- Coordinate hiring of all coaches
- Provide for orientation, direction, and training of coaches and volunteers
- Coordinate all buses or parent drivers for away games
- Remain current on all rule and eligibility changes within conference and middle schools nationally and keep all coaches, parents, and athletes informed
- Maintain records of student athlete medical forms; rosters; eligibility forms; and other pertinent information
- Order and distribute all PE uniforms and athletic team spirit wear
- Coordinate ordering, inventory, distribution, and return of athletics uniforms
- Plan and provide for all officials for every athletic event

Business and Financial Responsibility

- In collaboration with coaches, PE staff, and outdoor education staff, work together with business office to create and remain under budget
- Manage and deposit concession purchases and income
- Coordinate all external rentals of Haley Athletic Center and the soccer fields
- Compile, verify, and send all requests for officials' pay to school business office

Public Relations

- Serve as the spokesperson and promoter of all Canterbury athletics, Canterbury PE classes, and outdoor education at Canterbury School
- Coordinate and assist visiting teams and arrange for needed services
- Schedule and plan for sports awards programs, chapel recognition services, and team banquets at season end of each sport.

In addition to the duties listed above, the Athletic Director may be given assignments by the Head of School and assigned other duties as needed. The Athletic Director also will be expected to attend meetings or conferences during the school year.

Qualifications

The successful candidate is an educator who:

- loves middle school-aged students.
- creates and executes well-designed, meaningful lesson plans, mindful of best instructional practices of teaching and learning, including differentiation and inquiry-based models.
- collaborates easily and effectively with other teachers and staff.
- fosters a climate of respect for each child as an individual.
- maintains strong relationships with students, parents, and colleagues.
- cheerfully supervises lunch, recess, carpool and other duties as required and participates in all required school events and the life of the school.
- is experienced in and committed to the ongoing development and maintenance of an inclusive community.

An undergraduate and/or graduate degree in education and/or administration or exercise and sports science is preferred. Teaching experience is preferred, but non-education candidates exhibiting strong interpersonal skills and exceptional strengths in other areas will receive consideration. A proven ability to work in a multifaceted environment while maintaining high standards of professionalism, discretion, a commitment to diversity and inclusivity, and a good sense of humor is desired. Canterbury offers a collegial work environment and excellent benefits package. Salary is commensurate with experience.

Applications

To apply, please submit a resume and cover letter explaining your interest in and qualifications for this position, which begins in August 2021, to Phil Spears, Head of School, at spearsp@canterburygso.org.