



Company Profile: Montverde Academy is a coeducational independent boarding and day school that serves grades PreK3 – 12. The school community is comprised of 1400 students from over 80 countries. Montverde Academy sponsors a Varsity/JV Programs, Middle School programs, and lower school activities.

Job Title:	Athletic Coach	Reports to:	Director of Athletic Operations
Job Classification:	Seasonal Stipend	Department:	Athletics

Job Description: This position will oversee all programming directly related to a Montverde Academy sport program. This is a professional coaching position and all of the duties of the position must be conducted in adherence with the policies, rules, and regulations of Montverde Academy.

Primary Responsibilities

- Manages and supervises athletic activities, contests, and practice sessions, to promote individual growth in athletic skills, teamwork, discipline, respect, and good sportsmanship
- Attends staff development meetings, clinics, and other professional activities
- Coaches and instructs players, individually or in groups, regarding the rules, regulations, equipment, and techniques of the sport
- Monitors academic progress and status of students, supporting and implementing action plans through appropriate faculty and staff when needed
- Represents the sports program to various institutional programs and externally to the media, students, parents, and the general public
- Ability to use first-aid/CPR skills and follows established procedures in the event injury
- Communicate effectively with the athletic administration, athletics staff, MVA School Deans, faculty, administrative assistants, transportation, dining hall, admissions, and custodians
- Ensures adherence and compliance to all Florida High School Athletic Association (FHSAA) rules by athletes and supporting staff
- Manages the ordering, distribution, and care of team equipment, and uniforms.
- Performs other duties in adherence with the duties of managing a sport program

Minimum Qualifications

- U.S. Center for SafeSport Certification (within first 30 days of employment)
- Demonstrated knowledge of FHSAA rules and regulations
- At least 1 year of experience in athletic coaching
- A demonstrated commitment to the academic success of student-athletes.
- Have a valid driver’s license and be able to drive
- CPR/First Aid Certified, up to date NFHS Coaching Certificates
- Must be able to lift 50 pounds
- Valid driver’s license required and ability to get a CDL
- May be required to sit and stand for extended periods of time