



Job Vacancy

St. Monica School Athletic Director 2011-2012 School year

The Athletic Director is responsible to the Principal of the school in this school based athletic program. Duties include but are not limited to following the Archdiocese Policies and Regulations for Athletics. Specific Policies are outlined in the Archdiocese of Milwaukee Athletic Policy manual.

In addition to these policies, the Athletic Director is responsible for ensuring that the St. Monica Athletic program is a program integrated into the entire school community.

Athletic Director Duties include:

- Attendance at league meetings for preparation of various seasons
- Preparing player registration for start of school
- Conducting athletic meetings
- Player sign up
- Number/selection of teams
- Selection and direction of coaches
- Coaching requirements
- Set practice schedules
- League schedule
- Player participation
- Tournament facilitation
- Communication with coaches, player, and parents
- Concessions and equipment set up and gym needs

****There is a compensation for this position.**

All interested applicants need to contact:

Mrs. Julie Robinson, School Principal

jrobinson@st-monica.org

414-332-3660 ext. #114