

TITLE/POSITION District-Wide 7-8th Athletic Director

SUPERVISOR Director of School Operations and Athletics

EVALUATION Performance is to be evaluated annually by the Director of School Operations and Athletics

CERTIFICATION REQUIREMENTS Properly Certified or Level 1 Certification from National Federation of State High School Associations

ADDITIONAL REQUIREMENTS Must have completed all coaching required training and courses: Fundamentals of Coaching, Concussion in Sports, First Aid, Health & Safety for Coaches, CPR, Bullying and Hazing training and DVUSD Coaching Class

QUALIFICATIONS
TERMS OF ADDENDA Addenda/Extra Duty employment is term specific with no right of continuation. Remuneration is per the Board approved schedule. The administrator has the right to recommend a pro-rated addenda/extra-duty stipend based on completion of responsibilities. Should you be unable to fulfill your contractual obligation, the amount will be pro-rated upon actual days completed.
 \$10,000 annually

ADDENDA TYPE

SELECT ONE

-
- Flat Rate
-
-
- Per Diem
-
-
- Formula

NOTES:
ITEMS REQUIRED AT THE START OF PROGRAM
DUE DATE:
EMPLOYEE SIGNATURE: _____

COMPLETION DATE:

Create schedules for all teams and sports, including playoffs and championships—secure facilities and officials and order awards

Coordinate spirit line championships—meetings, awards, judges, & event.

Coordinate transportation as appropriate.

As needed, work with District Athletic Director and Assistant 7-8th Athletic Director to revise various athletic manuals.

24 hours of summer work is required.

ITEMS REQUIRED AFTER THE START OF PROGRAM
DUE DATE:
EMPLOYEE SIGNATURE: _____

COMPLETION DATE:

Oversee school athletic coordinators

Facilitate seasonal meetings (5) with school athletic coordinators.

Update and maintain DVUSD 7/8th grade athletic website to include entry of latest latest scores, schedule changes, and news.

Coordinate annual Pursuing Victory with Honor awards and banquet.

Act as 7/8 liaison with high school athletic directors

Other duties as assigned by District Athletic Director

ITEMS REQUIRED AT COMPLETION OF PROGRAM
DUE DATE:
EMPLOYEE SIGNATURE: _____

COMPLETION DATE:

Evaluate the year in middle school sports in conjunction with the District Athletic Director and the Assistant 7-8th Grade Athletic Director.

Participate with high school athletic directors in summer overview and revision of various athletic manuals.

COMPLETION OF ADDENDA
SUPERVISOR SIGNATURE _____

DATE _____

****Your employment is "at will" and may be terminated by the District, or by you, with or without cause. Termination shall become effective upon Board action. No legitimate expectation of continued employment is created by this notice of appointment, understandings with the District or its agents, interpretations of Board policies, salary/compensation schedules, job descriptions or documents generated by the District.**