

Dean of Athletics and Co-Curricular Activities

Job Summary

Gould Academy, an independent boarding school of 250 boys and girls, grades 9-PG, in Bethel, Maine, is seeking a Dean of Athletics and Co-Curricular Activities.

Gould offers a full three season athletic program with a dynamic collection of on-snow offerings. The Dean of Athletics & Co-Curricular establishes and sustains athletic and co-curricular programming that aligns with and supports the mission of the school. She/he provides administrative leadership, direction, promotion and oversight for all athletic and co-curricular programs. She/he collaborates with the On Snow Director in supporting several of the winter programs. The Dean of Athletics & Co-Curricular supports and promotes a strong community and culture that exemplifies a respectful, inclusive and dynamic environment where adolescents can learn, grow and flourish.

Position Responsibilities:

- Establishes and maintains the Athletic and Co-Curricular Program's mission, philosophy and execution; consistent with Gould's vision, mission and goals
- Oversees and manages the multiple facets of Gould's Athletic & Co-Curricular Program, such as schedules, coaching assignments, relationships with other schools, budget and equipment management
- Collaborates with other school leaders and departments; engages productively and contributes to the overall program and success of the school
- Collaborates with coaches and the Admissions staff in the recruitment and retention of student athletes
- Collaborates with Communications regarding publicity and reporting of athletic events and information; takes a lead role in facilitating social media releases
- Represents Gould at all MAISAD, NEPSAC and MPA meetings; maintains a thorough knowledge of league policies & regulations
- Coaches one season of a sport
- Teaches two class sections (or the equivalent thereof)
- Assumes advisory role for up to 8 students
- Fulfills community life duties to include evening and weekend coverage

Key Skills and Qualifications:

- Bachelor's degree required, Masters preferred
- Experience, knowledge and commitment to athletics and co-curriculars as an integral part of a student's educational experience
- Strong understanding of adolescents, athletics and the boarding school environment
- Strong critical thinking, and problem solving skills
- Ability to function productively with a high level of organization, flexibility, consistency and integrity
- Excellent organizational, oral and written communication skills; proficient with public speaking
- Personal warmth and a collaborative leadership style; has an appreciation for diverse styles and supports the professional development of one's staff and colleagues
- Adept at establishing and maintaining productive working relationships with students, staff, parents, other schools and outside resources
- Able to lead and mentor staff and students in a wide range of school programs
- Demonstrated ability to carry out actions and initiatives with minimal supervision

For more information about Gould Academy, please visit us at: www.GouldAcademy.org.

Qualified candidates can apply for this position by filling out an application and submitting it via email along with a resume, letter of interest and three references to: Deborah Menezes, Human Resources: HR@gouldacademy.org by April 30, 2018. For a more detailed job description, please contact Human Resources.

Equal Employment Opportunities - Gould Academy does not discriminate on the basis of national origin, race, creed, color, gender, disability, or sexual orientation in the administration of its educational policies, admission, financial aid, loans, hiring process, and other school programs.