



The mission of the Holton-Arms School is to cultivate the unique potential of young women through the "education not only of the mind, but of the soul and spirit." Founded in 1901 by two visionary women, Holton-Arms continues to cultivate a diverse, inclusive and equitable school community, to tend to the health and well-being of its members, and to build a global curriculum that responds to the learners in our classrooms and the world around us. In this vibrant community committed to academic excellence, our students are scholars, artists, and athletes who find their voices, take risks, learn from mistakes, pursue opportunities for leadership, and build lifelong friendships. Caring, dedicated faculty and staff inspire our 665 girls and young women in grades 3-12 to realize the School's motto, "I will find a way or make one."

We seek applications from candidates of diverse backgrounds, talents, and interests who share a dedication and commitment to helping girls learn, grow and make their way in the world.

General Description

Holton-Arms is seeking a passionate, experienced, student-centered athletic and physical education leader. This person will have leadership experience in athletics, particularly in supporting and leading female athletes and their coaches, as well as in physical education; his/her athletic experience should include an understanding of collegiate athletic recruitment. The person will be prepared to commit to and promote the School's Mission as well as the institutional priorities embodied in the School's philosophy of [Learn Well, Live Well, Lead Well](#) and the [Diversity Mission Statement](#). Holton's Director of Athletics and Physical Education needs to be able to inspire students from 3rd through 12th grade and their teachers and coaches to perform their best with energy, enthusiasm, sportsmanship, and integrity. S/he must be able to support and promote their own program within the context of the School's robust and multi-faceted educational program. The person will provide vision for both the PE and Athletics programs.

The Director of Athletics and Physical Education will serve on the senior administrative team, play an integral role in administrative decision-making, and report directly to the Head of School.

Responsibilities

The Director of Athletics and Physical Education oversees both the Physical Education and Athletics programs for grades 3-12.

- Lower School (grades 3-6) students take part in a physical education program that develops skills in developmentally appropriate ways over the course of four years.
- Middle School (grades 7-8) students are required to participate in a program that includes interscholastic teams, dance, and PE classes.
- Upper School program features 13 interscholastic sports as well as dance and some PE offerings. Students fulfill a graduation requirement through participation in some aspect of the program during a minimum of six seasons or trimesters over the course of four years.

The Director leads the physical education and coaching staff of 9.5 FTE including:

- A full-time Associate Director (also the PE Department Chair)
- A full-time Athletic Trainer
- A full-time Aquatics Director
- A full-time Dance Instructor
- An Assistant Director (half-time Athletics/PE and half-time Admissions and Communications)

The coaching staff also includes teachers and staff from other departments in the school as well as from outside the School. S/he ensures that all coaches support the school's mission and philosophy and supports their professional growth.

The Director also stays current with the latest trends and national sports policies related to athletics in general, particularly girls athletics, and specific to the sports Holton offers; and communicates that knowledge to her staff while integrating such trends and policies into Holton's programs as appropriate.

Additional leadership responsibilities include:

- Overseeing collegiate athletic recruitment
- Supporting Holton's admissions process as an active member of the Admissions Committee
- Managing the athletics and PE budget
- Collaborating with the Facilities Department to maintain athletic facilities to the highest standards
- Coordinating with the Division Directors and the Director of Fine and Performing Arts to ensure alignment across Holton's robust educational, Arts and Athletics offerings.
- Representing Holton-Arms in the Independent School League (ISL), as well as other leagues in which Holton's teams compete
- Participating on the Program Leadership Team, the body that makes curricular and co-curricular program decisions for the School
- Serving on the Senior Administrative Team as leader for the School as a whole while also representing the programs s/he leads.

Holton's Athletic Facilities

Located on a 57-acre campus, Holton's athletic facilities include:

- Double gymnasium,
- indoor competition-size pool,
- seven outdoor tennis courts,
- two softball fields,
- a synthetic turf field,
- a Bermuda grass field,
- an all-weather outdoor track
- a fitness center,
- three dance studios

Qualifications

- Visionary, Collegial, Energetic, and Engaging with a sense of humor
- Master's degree in related field (preferred)
- Experience in athletic administration at the high school level or above
- Experience as a girls interscholastic coach
- Experience as a promoter of girls' athletics
- Participant in college athletics (preferred)
- Broad knowledge of girls' sports
- Core knowledge of child development
- Proven leadership and mentorship of other adults
- Technologically proficient, organized, with great attention to detail
- Exceptional written and oral communication skills
- Eagerness to grow professionally and remain current within the field
- Commitment to collaboration and high ethical professional standards
- Experience in a high-demand work environment
- Committed to ensuring and encouraging student participation and balance as it relates to academics, the arts, and athletics.
- Strong commitment to academic excellence for all students
- Awareness of educational and athletics trends and their implications on program and planning
- Well-respected and admired by peers, colleagues, and parents
- Commitment to having a pulse on student wellbeing
- Awareness of the NCAA rules pertaining to student-athletes and experience supporting students and families through the process.

At Holton-Arms, each of us is responsible for fostering an equitable, respectful, and just community. Holton is committed to helping its members:

- Discover, develop, and value their full authentic selves.
- Deepen awareness of one's own personal and systemic biases and be accountable for the impact of one's words and actions on others.
- Develop an understanding of the historical origins and perpetuation of systems of power and privilege.

- Engage in open and brave conversations that promote growth, understanding, connection, and agency.
- Be advocates for supporting the diverse identities of others in the community

How to Apply:

Holton-Arms School has engaged The Finney Search Group (www.thefinneysearchgroup.com) to identify extraordinary candidates for this position.

Interested candidates should engage The Finney Search Group by submitting their information via the application portal: <https://www.thefinneysearchgroup.com/holton-arms-ad-application>. Please note that Holton-Arms School will not accept resumes.

Deadline for applications: December 15, 2020