

**DATE:** MARCH 13, 2023  
**TO:** ALL QUALIFIED CANDIDATES  
**FROM:** OFFICE OF THE SUPERINTENDENT  
**REF:** EXTRA DUTY POSITION OPENING  
**POSITION:** ASSISTANT MIDDLE SCHOOL TRACK AND FIELD COACH

**REQUIREMENTS:**

- PREVIOUS COACHING OF VARSITY TRACK AND FIELD PREFERRED
- WIDE VARIETY OF TRACK/FIELD SKILLS
- WILLING TO WORK AS A PART OF THE TRACK AND FIELD 7-12 PROGRAM
- MAINTAIN YEAR-ROUND RESPONSIBILITIES AS IT RELATES TO PROGRAM IMPROVEMENTS AND RELATIONSHIPS WITH ATHLETES INCLUDING WEIGHT TRAINING
- ABILITY TO WORK WITH A WIDE RANGE OF ATHLETIC ABILITIES
- CAN DEVELOP AND FOSTER LEADERS AND LEARSHIP SKILLS
- KNOWLEDGE OF ALL MHSAA RULES AND REGULATIONS
- CAN DEVELOP RELATIONSHIPS WITH THE COMMUNITY AND ORGANIZE COMMUNITY RUNNING EVENTS
- COMMUNICATE EFFECTIVELY AND EFFICIENTLY WITH STUDENT-ATHLETES, COACHES, AND PARENTS
- WILL COOPERATE AND BE PART OF THE PLANNING AND PREPARATION OF MEETS AND DAILY WORKOUTS
- LEADERSHIP/ORGANIZATIONAL SKILLS
- UNDERSTANDS THE DEVELOPMENTAL/EMOTIONAL NEEDS OF THE ATHLETES
- ABLE TO MOTIVATE STUDENTS TO PARTICIPATE AND STAY IN TRACK AND FIELD

**SALARY:** PER CEA CONTRACT APPENDIX B EXTRA DUTY SCHEDULE

**DEADLINE TO APPLY:** MARCH 24, 2023, OR UNTIL FILLED

**EXPECTED DATE OF HIRE:** IMMEDIATELY - PER BOARD APPROVAL

**SEND LETTER OF INTEREST AND RESUME TO:** TODD FARMER, DIRECTOR OF ATHLETICS  
275 N. FREMONT ST.  
COLDWATER MI 49036

**OR SEND E-MAIL TO:** FARMERT@CCSCARDS.ORG

**CALL WITH QUESTIONS:** 517.279.5931

**\*\*\*THIS NOTICE HAS BEEN POSTED IN ALL BUILDINGS & ON THE SCHOOL WEBSITE\*\*\***

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