



# Kalkaska Public Schools

Posting / Employment Opportunity

June 16, 2022

## EXTERNAL Varsity Girls' Softball Coach

2022-2023 School Year

<b>Qualification Requirements</b>	<ul style="list-style-type: none"> <li>This position requires knowledge equivalent to that which normally would be acquired through the completion of a High School Diploma or GED.</li> </ul>			
<b>Essential Duties and Responsibilities</b>	<p><b>Required:</b></p> <ul style="list-style-type: none"> <li>Ability to teach fundamental skills and team concepts of softball</li> <li>Plan, organize, and execute off-season, summer, and pre-season training and preparation programs</li> <li>Willing to help a complete program including youth, middle school, and high school programs.</li> <li>Ability to interact with student-athletes of different ages and softball skill levels in a positive and professional manner</li> <li>Motivate and mentor student-athletes</li> <li>Must promote school spirit</li> <li>Create a safe, positive and appropriate environment that is conducive to learning</li> <li>Maintain an open line of communication with parents, student-athletes, and community, and provide appropriate information</li> <li>Ability to work collaboratively with all members of the staff, students and parents</li> <li>The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District.</li> <li>Oversight of sub-varsity softball program teams in collaboration with sub-varsity coaches and Athletic Director.</li> </ul> <p><b>Preferred:</b></p> <ul style="list-style-type: none"> <li>Previous coaching experience</li> <li>Strong writing and computer skills</li> <li>Supervisory and sports management experience</li> </ul>			
<b>Deadline</b>	3:00 on June 29, 2022 or until filled			
<b>Method of Application</b>	<p>Persons who are interested in this position should submit letters of interest, resume, credentials/certification and list of references to:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;">           Rick Heitmeyer            Kalkaska Public Schools            315 South Coral Street            Kalkaska, MI 49646         </td> <td style="width: 50%; vertical-align: top;">           Or electronically as <b>ONE PDF</b> document to: <a href="mailto:jobs@kpschools.com">jobs@kpschools.com</a> </td> </tr> </table>		Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as <b>ONE PDF</b> document to: <a href="mailto:jobs@kpschools.com">jobs@kpschools.com</a>
Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as <b>ONE PDF</b> document to: <a href="mailto:jobs@kpschools.com">jobs@kpschools.com</a>			
<b>Contact Information</b>	Please direct questions to Rick Heitmeyer via email at <a href="mailto:rheimeyer@kpschools.com">rheimeyer@kpschools.com</a> .			

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The following person is designated to handle inquiries regarding the non-discrimination policies of the District or to address any complaint of discrimination: Superintendent, Kalkaska Public Schools, 315 S. Coral, Kalkaska, MI 49646; 231-258-9109