



Kalkaska Public Schools

Posting / Employment Opportunity

June 3, 2025

*Freshman Volleyball Coach
2025-2026 SY*

Qualification Requirements

This position requires knowledge equivalent to that which normally would be acquired through the completion of a High School Diploma or GED.

Duties and Responsibilities

Required:

- Ability to teach fundamental skills and team concepts of volleyball.
- Plan, organize, and execute off-season, summer, and pre-season training and preparation programs.
- Willing to help a complete program including youth, middle school, and high school programs.
- Ability to interact with student-athletes of different ages and volleyball skill levels in a positive and professional manner.
- Motivate and mentor student-athletes.
- Must promote school spirit.
- Create a safe, positive and appropriate environment that is conducive to learning.
- Maintain an open line of communication with parents, student-athletes, and community, and provide appropriate information.
- Ability to work collaboratively with all members of the staff, students and parents.
- The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District

Preferred:

- Strong writing and computer skill.
- Previous coaching experience.
- Supervisory and sports management experience.

This document is intended to describe the general nature and level of the work performed by those assigned to this job. This is not an exhaustive list of all duties and responsibilities. Administration reserves the right to amend and change responsibilities to meet business and organizational needs as necessary.

Compensation

According to schedule b.

Deadline

3 p.m. on June 9, 2025 or until filled.

Application Process



Persons interested in this position should submit letters of interest, resume, credentials/certification and list of references in **ONE PDF** document to: jobs@kpschools.com.

Please direct questions to Rick Heitmeyer at e-mail rheimeyer@kpschools.com. Visit our website at www.kpschools.com for additional information about Kalkaska Public Schools.

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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