



Middle School Boys' Basketball Head Coach – 7th Grade

2024-2025 School Year

Qualification Requirements	<ul style="list-style-type: none"> • This position requires knowledge equivalent to that which normally would be acquired through the completion of a High School Diploma or GED. 		
Essential Duties and Responsibilities	<p>Required:</p> <ul style="list-style-type: none"> • Understand and have knowledge of this sport. • Create a safe, positive and appropriate environment that is conducive to learning. • Maintain an open line of communication with parents and provide appropriate information. • Ability to work collaboratively with all members of the staff, students and parents. • Strong communication, organization and record keeping skills. • Must maintain confidentiality. • Possess experience in terms of knowledge, skills, and abilities in the designated sport areas. • Assist with off season duties, such as weight training, conditioning, etc. • Coach shall collect the pay to participate fee and balance with athletic secretary. • This position will be available only if there are enough student athletes to have a team. • The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District. <p>Preferred:</p> <ul style="list-style-type: none"> • Strong writing and computer skills. • Supervisory and sports management experience. 		
Salary and Benefits	According to schedule B		
Deadline	3:00 p.m. on October 9, 2024 or until filled		
Method of Application	<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 ONE PDF document to: jobs@kpschools.com </td> </tr> </table>	Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as ONE PDF document to: jobs@kpschools.com
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**Contact
Information**

Please direct questions to Rick Heitmeyer at e-mail rheimeyer@kpschools.com.

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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