



## Middle School Wrestling Club Coach

2024-2025 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>	<ul style="list-style-type: none"><li>• Understand and have knowledge of wrestling</li><li>• Possess experience in terms of knowledge, skills, and abilities in the designated sport area</li><li>• Establish preseason goals</li><li>• Coordinate kick-off materials with the wrestling community</li><li>• Schedule and attend competitions</li><li>• Recruit community mentors</li><li>• Care for and order materials and equipment</li><li>• Provide guidance and supervision to team members during the season</li><li>• Create a positive and appropriate environment that is conducive to learning</li><li>• Maintain an open line of communication with parents and provide appropriate information</li><li>• Work collaboratively with all members of the staff, students and parents</li><li>• Have strong communication, organization and record keeping skills</li><li>• Maintain confidentiality</li><li>• Assist with off season duties such as inventory, ordering, budgeting, etc.</li><li>• Regular and reliable attendance</li></ul> <p>Preferred:</p> <ul style="list-style-type: none"><li>• Strong writing and computer skills</li><li>• Supervisory and Wrestling Team or coaching experience</li></ul>		
<b>Salary and Benefits</b>	Determined by the contract.		
<b>Deadline</b>	3:00 p.m. on October 9, 2024 or until filled.		
<b>Method of Application</b>	Persons who are interested in this position should submit a letter of interest, resume, credentials/certification and list of references to:		
	<table border="0"><tr><td>Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646</td><td>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>		

**Contact  
Information**

Please direct questions to Rick Heitmeyer at e-mail [rheimeyer@kpschools.com](mailto: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.