



**Position Statement  
Athletic Director  
St. Andrew's Episcopal School  
Start Date: July 1, 2023  
Austin, Texas**



# St. Andrew's Episcopal School

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### OVERVIEW

St. Andrew's Episcopal School has been empowering scholars, artists, athletes, and servants since 1952. The school enrolls approximately 980 students in grades K-12 and spread across two campuses in Austin, Texas.

St. Andrew's seeks an experienced Athletic Director. The AD is an educational administrator at the school and reports directly to the Head of School. In addition to managing all 5th-8th grade and Upper School athletic teams, the AD oversees the K-12 Physical Education instruction, athletic administration, and overall fitness/training/health education at the school. The AD is responsible for integrating the school's mission into the athletic

department's goals. The AD also ensures compliance with all SPC, AIPL, and all other league rules and regulations, represents the school's athletic programs, exposes student-athletes to different opportunities, manages department finances and budgets, and assists with hiring coaches.

The Home of the Highlanders, the athletics program emphasizes commitment, good sportsmanship, teamwork, and camaraderie

### ST. ANDREW'S EPISCOPAL SCHOOL

#### Mission

The mission of St. Andrew's Episcopal School is to provide an enriched academic program within a Christian environment emphasizing the fulfillment of each student's potential.

The school seeks students of character and intelligence from diverse ethnic, racial, and socioeconomic backgrounds. The school strives to help young people achieve their potential, not only in intellectual understanding but also in esthetic sensitivity, physical well-being, athletic prowess and moral decisiveness so that they may lead productive, responsible lives, not only for themselves, but also for their community. Our core values of community, spiritual foundation, high expectations, and caring, celebration, and humor lead our mission each day and shape our students into community leaders and lifelong learners.

Learn more about the history of SAS: <https://www.sasaustin.org/list-detail?pk=155154&fromId=264465>



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### Core Values

#### COMMUNITY

Based on trust, traditions, communication, appreciation, and support

#### SPIRITUAL FOUNDATION

To develop moral behavior

#### HIGH EXPECTATIONS

Reflected in both the knowledge base and behavior of the faculty, staff, students, parents, and board members

#### CARING, CELEBRATION, AND HUMOR

Fostered by kindness and collegiality

#### Episcopal Identity

Being an Episcopal school means that St. Andrew's School is more than an educational institution. It

means the community is committed to the formation and nurturing of the whole human being: body, mind, and spirit.

Episcopal schools are part of a long tradition of Anglican education that is marked by a balance between faith and reason, or "the head" and "the heart." St. Andrew's School works to build a community that is welcoming, diverse, and authentically inclusive, where all are honored, supported, and valued. The school practices common prayer that draws upon the ancient traditions of the Church and is both creative and relevant. The community makes a commitment to the practice of service and the work of justice. These principles and ideals are woven into every aspect of the school's shared life together, and they are what sets it apart as a community of learning.

Learn more about how faith and service is celebrated through daily worship: <https://www.sasaustin.org/student-life/chapel--community-service>

#### Diversity Statement of Purpose

*Grant, O God, that Your holy and life-giving Spirit may so move every human heart, that barriers which divide us may crumble, suspicions disappear, and hatreds cease; that our divisions being healed, we may live in justice and peace." (1979 Book of Common Prayer)*

St. Andrew's sees diversity as an integral element of community and education, and a vital facet of the

mission, core values, and Episcopal identity. The school believes that community diversity manifests in many ways, including ethnicity, national origin, religion, gender, sexual orientation, socioeconomic status, family composition, and physical ability. In a commitment to attracting, fostering, and celebrating all aspects of diversity, St. Andrew's aims to create an intentional environment of equity and inclusion.

St. Andrew's School recognizes that this work is constantly evolving as we address the changing needs of a diverse community and as we educate our students to engage with a diverse world. The school believes that its strength and resilience as a community stem from a commitment to respect the dignity



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### ATHLETICS AT ST. ANDREW'S

The mission of the St. Andrew's Episcopal School PE/Athletics Department is to build the foundation for a lifetime of physical fitness and well-being within a positive environment that empowers each student to reach their full potential.

The K-12 program is designed for athletes of all ages and abilities. St. Andrew's aspires to shape athletes' character by teaching discipline, commitment, good sportsmanship, teamwork, and camaraderie. The program also strives to encourage lifelong, physically active individuals.

St. Andrew's competes in the Southwest Preparatory Conference (SPC) at the high school level and the Austin Inter-Parochial League (AIPL) at the 5th-8th grade level.

Learn more about P.E and Sports Performance program: <https://www.sasaustin.org/sas-athletics/inside-sas/pe-and-sports-performance>

Learn more about the Austin Inter-Parochial League (AIPL): <http://ajplsports.org/>

Learn more about the Southwest Preparatory Conference (SPC): <https://spcsports.org/index.aspx>

The current Athletics Handbook is available here: [https://sasaustin.myschoolapp.com/ftpimages/705/download/download\\_8105263.pdf?\\_=1663598376822](https://sasaustin.myschoolapp.com/ftpimages/705/download/download_8105263.pdf?_=1663598376822)

#### Sports

##### Fall

Cheerleading  
Cross Country  
Field Hockey  
Football  
Boys and Girls Volleyball

##### Winter

Boys and Girls Basketball  
Cheerleading  
Boys and Girls Soccer  
Swimming

##### Spring

Baseball  
Golf  
Boys and Girls Lacrosse  
Softball  
Tennis  
Track and Field

Learn more about each sport offered: <https://www.sasaustin.org/sas-athletics/sports>





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### THE FUTURE OF ST. ANDREW'S EPISCOPAL SCHOOL

In the years ahead, St. Andrew's School will undergo a comprehensive restructuring of campus and program. Check out what is ahead, in the years to come, at St. Andrew's School: <https://www.sasaustin.org/about/comprehensive-site-plan-2022>

The next Athletic Director at St. Andrew's will have the opportunity to be a part of the development of new athletics facilities and also will have the chance to consider the opportunities that will become available to coaches and student athletes through this structural and campus shift.

### THE OPPORTUNITY

#### Key Responsibilities for the Athletic Director

- Develop, organize, supervise, and evaluate a developmentally appropriate athletics program for the entire school, advancing the school's emphasis on positioning athletics to fulfill the mission of St. Andrew's Episcopal School.
- Cultivate in each student an understanding of and commitment to exercise and physical conditioning and health education.
- Provide leadership in defining how the new Athletics Facilities will be used (across grade levels, for faculty and staff, and for specific teams and student-athletes), develop and align

curriculum and programming, and secure requisite human resources.

- Ensure that all coaching positions are filled with competent and properly trained coaches and that all coaches perform their duties with the highest level of professionalism.
- Collaborate with the Head of School and administrative team to recruit, evaluate, and hire athletic department faculty.
- With the Director of Human Resources, track and manage the onboarding, paperwork, and training for all coaches. Onboard and train coaches so that they are knowledgeable of St. Andrew's policies and procedures.
- Oversee and manage the coaching budget for all part-time coaches.
- Schedule regular meetings with athletic department faculty to evaluate, develop, and implement athletic instruction that reflects current pedagogy and physical fitness trends and meets optimal standards of safety.
- Report athletic achievements for circulation to the school and community at large.



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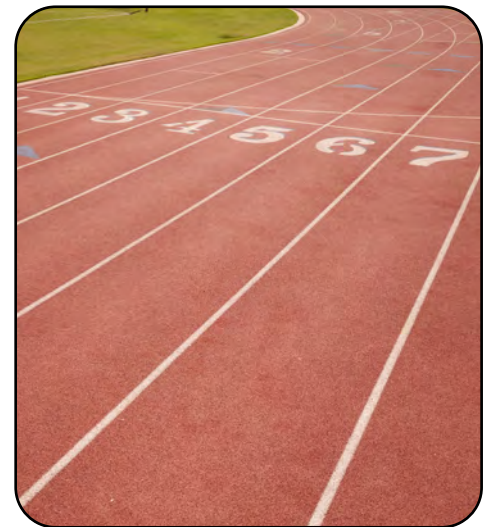


- Have the ability to develop and adhere to budgets, know inventories, and understand each team's specific financial need.
- Schedule all athletic events and coordinate the securing of game officials for all home contests.
- Oversee master athletic calendar.
- Oversee all programs' practice and game schedules.
- Champion all athletic programs by being present at athletic competitions, supporting the coaches, and promoting our teams and athletes in the community.

- Represent the school at various state, regional, and national athletic association meetings/conferences.
- Serve as an ambassador and leader among and between other schools in the SPC.
- Attend SPC (Southwest Preparatory Conference) seasonal meetings, tournaments, and other conference commitments.
- Maintain records of team and individual athletic accomplishments.
- Oversee the distribution, collection, storage, cleaning, and repair of all school athletic uniforms.
- Demonstrate a positive attitude towards students, staff and faculty.
- Have a successful history of working with young people, be fully committed to the development of a well-rounded student, and have a history of

professional interaction patterns with colleagues and parents.

- Manage coaches as they conduct try-outs and create teams. Counsel as necessary.
- Be an effective communicator with all of the constituencies within the school community including alumni and parents, and especially its student-athletes and coaches.
- Be involved in the school community at large and serve as an ambassador for Highlander athletics.





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### Preferred Experience of the Next Athletic Director

- Demonstrated success as an educator, coach and athletic program leader
- Ability to hire well and onboard new coaches into the culture of St. Andrew's athletics
- Able to develop a vision for a program across divisions and, preferably, multiple campuses
- Articulates a philosophy for the balance between student and athlete

- Understands how to structure a successful program for future growth

### Personality Traits

- Excellent communicator, even in the face of challenging conversations
- Accessible
- Loves competition
- Distributive, relational leader

### TO APPLY

Applications for this exciting opportunity are currently being accepted and reviewed. Consultant interviews will be ongoing.

Applicants should submit a **cover letter** explaining why they are a fit for St. Andrew's Episcopal School and why they feel their skills and experience match this job, a **resume**, and a **personal statement** of no more than a page and a half. In addition, candidates should include a list of **five references** and their contact information. References will not be contacted without prior notice. All applications should be made on the RG175 website: <https://rg175.com/candidate/signup>

For more information, please contact:  
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