

# SACRED HEART GREENWICH

Director of Athletics  
Sacred Heart Greenwich—Greenwich, CT  
July 2022

## About Sacred Heart Greenwich

**Who We Are.** Sacred Heart Greenwich is an all-girls, Catholic, independent college preparatory day school. Sacred Heart Greenwich provides a challenging, empowering, and inclusive learning environment for girls and young women from kindergarten through twelfth grade to prepare them to become confident, intelligent, and compassionate global leaders. The School offers a coed program for young children at the Barat Center for Early Childhood Education.

**Faith. Community. Growth. Intellect. Justice.** These are the criteria that set Sacred Heart Greenwich apart from other independent schools and our culture, identity, and mission are deeply linked to the Sacred Heart Goals & Criteria:

- A personal and active faith in God
- A deep respect for intellectual values
- A social awareness which impels to action
- The building of community as a Christian value
- Personal growth in an atmosphere of wise freedom

**History. Global Reach.** Founded in 1848, Sacred Heart Greenwich is one of the 200 worldwide Network of Sacred Heart schools located in 44 countries. The 22 independent Network schools located in the United States share a common heritage and vision exemplified by a set of shared Goals & Criteria.



Carney  
Sandoe  
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

## About Sacred Heart Greenwich

### Mission Statement

Guided by the Goals & Criteria, Sacred Heart Greenwich is committed to educating and developing the whole student: intellectual, spiritual, emotional, and physical in an inclusive environment where all feel valued, respected, and experience a sense of belonging.

### The Sacred Heart Journey

As Greenwich's only faith-based school for girls, Sacred Heart offers all that and more. Sacred Heart's educational philosophy emanates from its profound spiritual and educational heritage, and from its commitment to meet the challenges of a changing world with innovative classroom strategies and new technologies. But the true hallmark of a Sacred Heart education rests on the commitment to educate the whole child. Through the transformational relationships between educators and students, individuals come to understand that they are loved by God and can utilize their gifts and talents to change society. In that context, students are joyfully immersed in a learning environment with no academic ceiling. Whether a child arrives at Sacred Heart in Lower, Middle, or Upper School, each girl is inspired to be-and do-her very best.

### Faith Life and its Inclusive Global Community

The strength of a Sacred Heart education is firmly grounded in the belief that faith is at the heart of each student's identity. Proud of its Catholic heritage, the community has a warm and inclusive ethos that welcomes students of diverse faith and backgrounds. The school promotes the development of a strong and active faith in God by providing its young women with religious education and experiences that cultivate spiritual growth and a moral core of integrity, strength, and compassion

Each student is encouraged to explore, express, and deepen her personal faith through participation in liturgies, prayer services and retreats. Religious education is woven into the curriculum and through social justice and service programs, students experience faith in action. The network exchange programs enrich faith life by providing students the understanding that every Sacred Heart school across the globe follows the same Goals and Criteria which are the foundation of the Society of the Sacred Heart's educational mission. Likewise, the signature Global Scholars Program has a core requirement that students develop a service research project with a global strand.



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## The Sacred Heart Sisterhood—A Community for Life

Sisterhood. A second home. Ask any Sacred Heart student to describe her relationship with her classmates and her school, and those are the words you will hear. Each girl who comes to Sacred Heart's serene hilltop campus is unique and brimming with potential. By providing an intentional balance between learning and living, Sacred Heart cultivates a vibrant community that challenges and inspires students to grow academically, artistically, athletically, and personally. Current research points to the effectiveness of all-girls education for young women. Graduates of girls' schools account for a significant percentage of women in leadership positions in industry, academia, public life, and other professions. At Sacred Heart, each student has the freedom to be uniquely herself, finding a myriad of opportunities to discover and use her voice within a joyful, supportive community. Students are not just a Sacred Heart girl during their time on King Street. They remain a Sacred Heart girl for life.

### The Position

**Job Title:** Director of Athletics

**Reports to:** Head of School

### Job Summary

The Athletic Director provides leadership for the development and supervision of the athletic program within the context of the Goals and Criteria that define a Sacred Heart education. The Athletic Director works in conjunction with the Head of School to set the vision for the athletic program at Sacred Heart Greenwich. The director is responsible for providing overall vision, leadership, and strategic direction for the school's interscholastic athletics, physical education, leadership, and wellness programs. This position oversees all aspects of the athletic programs that are sponsored by the school including scheduling, budgeting, coaches, and staff, and providing oversight to all programs to make sure they are operating within all school, state, and league guidelines.

*The employee is expected to adhere to all school policies, to adhere to the Goals and Criteria set forth by the Network of Sacred Heart Schools, and to act as a role model in adherence to the policies and the Goals and Criteria.*

*As Members of the international network of Sacred Heart schools, we are committed to attracting and retaining faculty with a passion for teaching, who demonstrate an active faith, practice a deep respect for intellectual values, promote social awareness, build community, and value personal growth and responsibility. Sacred Heart Greenwich is an Equal Opportunity Employer and welcomes candidates who will enhance the cultural diversity of our community.*



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## Responsibilities:

- Provides a clear vision for the Athletic Program and sets goals for appropriate growth
- Serves as a member of the Senior Leadership Team
- Manages and oversees the athletics and physical education budget
- Works closely with the facilities and grounds team to manage athletic facilities and provide a strategic vision for the growth, maintenance, and rental opportunities of all athletic facilities on and off-campus.
- Hires, manages, and evaluates athletics staff, physical education faculty, and coaches for all athletic teams
- Oversees and manages the daily operations of the athletics, health, and physical education program. This includes curriculum development, registration, equipment, uniforms, transportation, scheduling, facility use, officials, award ceremonies, and more.
- Communicates regularly with coaches, parents, students, faculty and staff
- Represents Sacred Heart Greenwich within the Fairchester Athletics Association (FM) and the New England Preparatory School Athletic Council (NEPSAC) leagues
- Promotes an atmosphere of fitness, and leadership and wellness on campus through athletics and other programming
- Prioritizes the planning and facilitating of leadership and wellness programming across the three divisions of the school.

## General

- Agrees to the terms of the Employee Handbook and acknowledge the Employee Handbook as an extension of this job description
- Performs other duties as assigned
- This job description is subject to change at the discretion of the Head of School

## Qualifications

- Bachelor's Degree in athletic administration, PE, or related discipline or equivalent experience. Master's degree strongly preferred.
- A strong understanding of the developmental needs of both middle and high school students and a proven ability to foster positive leadership among student-athletes
- 3-5 years of experience as an athletic director or assistant athletic director
- 5-7+ years coaching experience
- Excellent organizational strategies, advanced planning, and attention to detail; the ability to manage, innovate, and problem-solve complex logistics efficiently and effectively
- Excellent communication skills with a wide range of constituencies
- Prior success at attracting, hiring, and facilitating the professional growth of excellent coaches
- Experience developing and managing an annual budget for a dynamic and evolving athletic program

## To Apply

Please send resume/CV, letter of intent, list of five references with contact information (references will not be contacted until the candidate is notified), and statement of philosophy of education and leadership to Rice Bryan ([rbryan@carneysandoe.com](mailto:rbryan@carneysandoe.com)) and Namita Bhattacharya ([namita@carneysandoe.com](mailto:namita@carneysandoe.com)). **Please do not contact the school directly.**



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