



PORTSMOUTH ABBEY SCHOOL  
DIRECTOR OF ATHLETICS

**About Portsmouth Abbey School**

Portsmouth Abbey School is a coeducational Catholic boarding and day school for students in grades 9 through 12. Founded in 1926 by the English Benedictine Congregation, the School is located on a 525-acre campus along Rhode Island's Narragansett Bay, less than 30 minutes south of Providence and 20 minutes from Newport.

Portsmouth Abbey combines a classical education in the Catholic intellectual tradition with Benedictine values. With 350 students, the School believes that the love of learning leads to the desire for God, and that the quest for intellectual understanding propels students to the search for ultimate meaning. The School is known for encouraging students to engage passionately in academic and intellectual pursuits, innovative electives and extensive opportunities in athletics and the performing and visual arts as well as a commitment to service and a focus on things that matter. Students are inspired to become the next generation's leaders, stewards, innovators and problem solvers all the while grounded in Benedictine values of love of God and neighbor, humility, hospitality and a desire to serve the common good.

**Portsmouth Abbey School Mission Statement -**

[www.portsmouthabbey.org/learn/mission](http://www.portsmouthabbey.org/learn/mission)

Portsmouth Abbey School helps young men and women grow in knowledge and grace. As a Benedictine boarding and day school committed to excellence, we embrace the Catholic faith while nurturing reverence for God and the human person, love of learning, and commitment to community life.

**Position**

The Director of Athletics at Portsmouth Abbey performs a critical role ensuring our students' athletic experience at any level is reflective of the mission of the school: to help young men and women grow in knowledge and grace. The school seeks candidates who understand and embrace all a Catholic Benedictine boarding school strives to be with reverence to God and the human person, a love of learning, and a commitment to community life. The Director of Athletics must exemplify this mission and understand the importance of athletics at all levels, supporting students and coaches equally and instilling a love of participation in sport as part of a balanced education. The Director must articulate the vision, goals and the unique opportunities of Portsmouth Abbey School and its athletic program to all internal and external

constituents. With 25 varsity and 17 JV teams and top-notch facilities, the school offers a rich tradition of athletics as a member of the Eastern Independent League (EIL), the Evergreen League for football, and the Holt Conference for hockey.

### **Supervision**

The Director of Athletics reports to the Head of School and is a member of the School's Senior Administrative Team.

### **Roles and Responsibilities**

- Maintain an athletics program that is committed to the School's mission and strategic priorities
- Assign, supervise, and support teachers and outside coaches for the full range of competitive and recreational sports
- Provide supervision and support for additional direct reports including the Assistant Athletic Director, Athletic Trainers, and Equipment Managers
- Coach two seasons, serving as Head Coach for one or more programs
- Collaborate closely with the Head of School and Dean of Faculty to identify department needs and to recruit faculty who will contribute to excellence in academics, residential life and athletics
- Hire outside coaches when necessary
- Manage the Athletic Department budget
- Oversee the management of the School's athletic facilities
- Oversee the daily functions of the Athletics Office including the scheduling of all athletic contests, arrangement of transportation, and hiring of game officials
- Ensure compliance with all school, NEPSAC, EIL, Evergreen League and Holt Conference policies and bylaws. Represent Portsmouth Abbey at all NEPSAC, District 3 EIL, Evergreen League and Holt Conference meetings
- Collaborate with the Director of Marketing and Communications in support of the School's strategies
- Serve as the primary athletics liaison to the Admissions Office
- Collaborate and work closely with the school's offices of academics, alumni and development, business services, college counseling, communications, dining service, medical services, operations, parent programs, residential life and student activities to ensure efficient communication and operations
- Regularly meet, lead, and supervise the athletics staff, coaches, captains and student athletes to align around the department's and School's philosophy and protocols
- Articulate the athletic needs (personnel, financial, and facilities) to the Head of School; prepare and update athletic capital expense requests annually
- Oversee the athletic and after school program signups and rosters for each of the 3 seasons
- Identify and implement risk management strategies for all sports activities and athletic facilities, and NOCSAE certification of protective equipment

## **Athletic Facilities - [www.portsmouthabbey.org/learn/athletics/athletics-facilities](http://www.portsmouthabbey.org/learn/athletics/athletics-facilities)**

Located on a 500-acre campus, Portsmouth Abbey's athletic facilities include:

- Multiple grass playing fields for all levels
- A synthetic turf field
- Football field
- Hockey rink
- Indoor athletics facility with multiple basketball courts, locker rooms, training room
- Six outdoor tennis courts
- Eight squash courts
- Baseball and softball diamonds
- An all-weather outdoor track
- Wrestling and dance studio
- Fitness center
- Aquidneck Golf Club and Bristol Yacht Club

## **Other Responsibilities**

The Athletic Director serves as an advisor to 5-7 students each year and may have responsibilities as a house affiliate.

## **Qualifications**

- Master's degree or higher preferred
- 3-5 years or more of successful athletics program administration, including attracting, hiring, evaluating, and facilitating the professional growth of excellent coaches
- Demonstrated success as a head coach, multiple sports preferred
- Understanding of and commitment to the school's mission required: to help young men and women grow in knowledge and grace
- Proven effective communication, both written and oral, for all constituents involved with Portsmouth Abbey including students, faculty and staff, parents, alumni, and prospective families
- Knowledge and understanding of the nature of independent school athletics, boarding schools in particular
- Appreciation and support of multi-sport athletes and support of athletics programming at all levels
- A role model for appropriate performance expectations and behavioral boundaries for students, faculty, and parents
- A natural collaborator and team player

## **Benefits**

This position begins July 1, 2022 and includes housing, tuition remission, 403(b), health insurance and other benefits.

**To Apply**

Please send resume and cover letter to the Dean of Faculty, Mrs. Aileen Baker at [abaker@portsmouthabbey.org](mailto:abaker@portsmouthabbey.org) by February 15, 2022. No phone calls please.