Founded in 1891, the Hotchkiss School is an exceptional private boarding school in the Northeast. We seek an **inspiring and action-oriented** Director of Athletics to join its spirited and joyful community.

Surrounded by the beautiful, Berkshire-Taconic scenic landscape and nestled within the quiet northwest corner of Connecticut, the Hotchkiss School is a diverse and inclusive community that fosters a sense of belonging among all community members. Hotchkiss provides a distinctive education to 600 students in grades 9 through 12 and to a small number of postgraduates. Students come from 27 countries, 36 states in the U.S., and 41 percent are U.S. students of color.

Reporting to the Associate Head of School, the Director of Athletics will lead the effort to strategically bridge the athletic program with the other educational initiatives at the School emphasizing the School’s mission and values. The School seeks a visionary leader adept at building authentic relationships and fostering a sense of belonging within Hotchkiss’ diverse community. Athletics is integrated into the entire experience at Hotchkiss where nearly 90 percent of students participate in at least one interscholastic team sport.
The Director of Athletics provides guidance and strategic direction for the Hotchkiss School’s athletic program.

THE POSITION

• The Director of Athletics oversees all athletic programs, the athletic trainers, the director of the Forrest E. Mars Jr. Athletic Center, and the Athletics Administrator.

• Guided by transparency, inclusivity, and accountability, the Director oversees a complex athletic program with the goal to promote and support health, wellness, sport, and movement. Athletics is one of the central features of student life: Just about 95 percent of students board and about 90 percent participate in at least one interscholastic team sport.

• This is a full-time salaried position for 10 months. Hotchkiss provides a generous and comprehensive benefits package, which includes a variety of health insurance offerings, dental, vision, life, and short- and long-term disability offerings, HSA/FSA options, and retirement benefits through TIAA-CREF. Ample funding exists to support participation in professional conferences, workshops, summer study, and travel, as well as advanced degree work.

STRATEGIC PRIORITIES

• Set a vision, direction, tone, and structures for establishing and maintaining exceptional Athletics facilities and programs that foster a learning environment and experience where students can have fun and be valued.

• Demonstrate a growth mindset and proficiency for forward-thinking that provides structural support, solution-oriented leadership, and the capacity to nurture buy-in and bring all constituencies to nurture collaboration.

• Develop strategic policies, procedures, and systems for the Athletics department that creates shared ownership within the community.

• Create and implement to support healthy adolescent development on teams with responsibility, freedom, wellness, teamwork, and positive culture.

• Communicate policies and procedures effectively to all constituencies in the community.

• Work collaboratively with inter-departmental teams to hear diverse thoughts, examine equity in policies, and ensure the best practices in the school experience.

• Employ systematic support and research-based practices to address socio-emotional challenges students face while also creating opportunities to nurture students’ well-being and build community spirit.

• Champion the Hotchkiss School’s commitment to academic excellence, integrity, well-being, and the personal growth of student-athletes.
QUALIFICATIONS AND REQUIREMENTS

The Director of Athletics will:

• Be able to cultivate a team environment among the staff in Athletics with a focus on professional development that aligns with the School’s mission and values.
• Serve as a mentor and coach for others.
• Value diversity, equity, and inclusion as intrinsic to all educational endeavors.
• Be able to navigate and lead the Athletics department through a changing youth sports landscape while also staying grounded in the mission of the overall school and department.
• Have experience as an Athletics administrator.
• Have experience as a coach preferably across age levels and genders.

The ideal candidate will possess and have demonstrated:

• Genuine enjoyment of and effectiveness in working with adolescents, their families, and coaches.
• Substantial administrative leadership experience is required, including responsibility for strategic planning, program and department development, hiring, evaluation, and budget creation and management.
• Experience in leading with diplomacy, empathy, fortitude, and compassion.
• Significant experience working across diverse cultures and leading efforts to create and sustain a more inclusive learning community, including the professional development of administrative, coaching, and faculty colleagues.
• Strong competencies in diversity, equity, inclusion, belonging, and justice, as well as evidence of deep personal equity work.
• Excellent management skills, including the ability to delegate appropriately and guide colleagues’ professional growth.
• Experience and desire to create a holistic professional development program to support the coaching team in Athletics.
• Excellent communication skills and a collaborative spirit.
• Effectiveness in managing complex tasks and programs, solving problems, prioritizing demands for time and attention, and driving projects to completion.
• Enthusiasm for all aspects of the School’s curriculum, including academics, athletics, the arts, and student clubs and organizations.
• Capacity to inspire and guide as well as the humility to listen and learn from others.
• Understand interscholastic eligibility guidelines.
• Experience with fundraising and development, particularly in an athletics context.
• Understanding of and/or experience with boarding school life is preferred, but not required.
ATHLETICS AND CO-CURRICULARS

90%
Students participate in team athletics

60
Teams (varsity, junior varsity, and thirds level)

6 5 8
Fall Winter Spring sports

9+
Intramural options (including exercise & fitness, dynamic training, running, soccer, swim lessons, and yoga)

12+
Alternative team options (including robotics, EFX, math team, theater, dance, fly fishing, and FFEAT)

3
Outdoor programming options (rock climbing, woods squad, and HALO)

OUR SCHOOL AND CAMPUS

• Founded in 1891 by Maria Bissell Hotchkiss.
• Located in Lakeville, Connecticut, and situated in the Berkshire-Taconic landscape — one of The Nature Conservancy’s “200 Last Great Places” in the world.
• 827-acre campus surrounded by miles of wooded trails and Lake Wononscopomuc, the deepest lake in Connecticut.
• 13 dormitories
• The Main Building connects the Dining Hall, Edsel Ford Memorial Library, classrooms, art studios, music spaces, Student Center, campus store, Chapel, Walker Auditorium, and most academic offices.
• A commitment to environmental stewardship is incorporated into many aspects of School life, including classroom explorations at our 287-acre Fairfield Farm, the award-winning Biomass Central Heating Facility, and food, land, and energy management practices.

The Forrest E. Mars Jr. Athletic Center (212,000 square feet) contains a field house, a 10-lane swimming pool and separate diving well, 2 ice hockey rinks (NHL and Olympic-size), 8 international-size squash courts, basketball courts, wrestling room, fitness center, and strength and conditioning facilities. Additional facilities include: An award-winning 9-hole golf course; 15 outdoor and 3 indoor tennis courts; paddle tennis courts; climbing walls; multiple fields for soccer, field hockey, lacrosse, baseball, and Ultimate Frisbee, including 2 artificial turf fields; 6-lane track and stadium; and sailing and rowing on Lake Wononscopomuc.
Coaching Peace Consulting is conducting this search on behalf of The Hotchkiss School. To discuss this opportunity in more detail, contact our lead consultant:

**SARAH TILLERY**  
Vice President for Learning & Operations  
Coaching Peace Consultant  
sarah@coachingpeace.com  
503-970-6133

In order to be strongly considered, candidates should express interest in the position and submit materials including the following by the priority consideration date (December 15, 2022):

- A cover letter that addresses interest in working at Hotchkiss with particular focus on the ability and interest in participating fully in an intentionally diverse and inclusive residential community
- Résumé/CV
- Optional: other supporting material (letters of recommendation, articles, writing sample, videos, etc.) that demonstrate meeting the position requirements.

**Candidates should email materials directly to Sarah Tillery at sarah@coachingpeace.com.**

This position description is based upon material provided by The Hotchkiss School, an equal opportunity employer.

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**Candidate Search Calendar***

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority Consideration Application Due Date</td>
<td>December 15, 2022</td>
</tr>
<tr>
<td>Candidate Review Begins</td>
<td>January 2, 2023</td>
</tr>
<tr>
<td>Candidate Interviews (Virtually)</td>
<td>February, 2023</td>
</tr>
<tr>
<td>Finalists Interviews (In-Person)</td>
<td>March, 2023</td>
</tr>
<tr>
<td>Hiring Announcement</td>
<td>March-April, 2023</td>
</tr>
</tbody>
</table>

*Approximate dates subject to change; please check [Hotchkiss website](#) for updates.*
The Hotchkiss School is an equal opportunity employer and is committed to basing judgments concerning the employment of individuals upon their qualifications and abilities. The School is firmly committed to equal employment and advancement opportunities for all employees and applicants in all phases of the employment process (including recruitment, hiring, assignment, terms and conditions of employment, compensation, benefits, training, promotion, transfer, discipline and termination). In accordance with applicable law, the School does not discriminate against any individual based on age, ancestry, color, genetic information, learning disability, marital status, past or present history of mental disability, national origin, physical disability, race, religious creed, sex, pregnancy, sexual orientation, gender identity or expression, veteran status, or any other protected characteristic.