



Upper School Track & Field Head Coach Spring 2023

About Cascades Academy

Cascades Academy is an independent PK-12 day school with ~235 students located in the beautiful mountain town of Bend, Oregon. The school was founded in 2003 and resides in award-winning facilities on a 53-acre campus located on the Deschutes River. The school's unique mission weaves challenging academics with experiential learning within an engaged, vibrant community.

Cascades Academy values employees who are committed to our mission, are prepared to engage fully in a learning community, and are excited to bring their authentic selves to work. Cascades Academy's culture is highly collaborative and puts what is best for students at the center of the work. Regularly named one of the [Best Nonprofits to Work for in Oregon](#), our faculty and staff see each other as teammates and feel motivated to do their best work here.

Cascades Academy strives to cultivate and maintain a supportive, inclusive community for all employees and actively promotes a commitment to diversity, equity, inclusion, and anti-racism. Studies have shown that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in the job description. We are most interested in finding the best candidate for the job and are eager to consider applications from groups traditionally underrepresented in independent school communities.

Position Summary

The school is seeking an Upper School (grade 9-12) Track & Field Head Coach for the Spring 2023 season. This position is responsible for coaching and providing direction to student-athletes so that they might achieve a high level of skill as well as an appreciation for discipline, sportsmanship, and teamwork in Track & Field. Candidates must possess knowledge of coaching fundamentals related to Track & Field. The coach will need to drive student-athletes to meets in a small school bus (no CDL required).

Season:

Early March through late May.

Essential Duties

- Lead Upper School Track & Field team in a positive experience during the season.
- Lead practice 4 or more days/week, approximately 3:45 - 5:30 pm.

- Present at all Track & Field practices and meets.
- Interact thoughtfully and courteously with students, staff, parents, fellow coaches, and officials.
- Communicate with parents and athletes in writing and in person on a weekly basis (at a minimum).
- Instruct and demonstrate skill sets and techniques necessary for individual and team achievement in Track & Field.
- Work with the Athletic Director in preparing practice and match schedules.
- Develop appropriate training programs.
- Arrange transportation for athletic participants.
- Drive (or accompany) student-athletes on the team bus both to and from practices & meets.
- Adhere to all school policies in regard to the collection and disbursement of money, expenses, and receipts.
- Make recommendations regarding the purchase of uniforms, equipment, and supplies.
- Ensure that proper form(s) for all participants (insurance, attendance, medical) are obtained and current.
- Ensure that all student athletes are eligible, and are in good physical condition from the beginning to the end of the season.
- Emphasize sportsmanship and healthy lifestyles.
- Maintain a safe environment and facilities for student athletes at all times.
- Ensure that medical and safety requirements are adhered to.
- Complete injury report for any student injured within 24 hours even if the student athlete does not see a physician.
- Consult with the Athletic Director regarding any off-season training programs.
- Assign duties to all assistant coaches under his/her jurisdiction; including pre-season practice sessions.
- Attend any / all required OSAA coaches meetings.
- Complete all required OSAA coaching certifications.
- Current First Aid/CPR Card (prior to hire).

Qualifications

- Minimum of 3-5 years experience
- Clean driving record and valid driver's license

Knowledge, Skills, and Abilities

- Passion for athletics
- Passion for coaching in a creative, integrated, and innovative way
- Ability to work collaboratively with colleagues
- Strong relational skills and emotional intelligence
- Strong organizational skills
- Clear verbal and written communication skills
- Willingness to drive a 14-passenger bus
- Appreciation and respect for diversity in all of its forms
- Advocacy around inclusion

- Desire to be an active member of a vibrant community of students, families, and staff
- Support the philosophy and vision of Cascades Academy by cultivating a supportive and inclusive environment for all students and employees
- Integrity, sound judgment, self-confidence, collaborative spirit, and a sense of humor

Application Requirements

- Professional resume
- Description of relevant experience (personal and coaching) via cover letter or email
- Two letters of recommendation or personal references
- Successful applicant will be subject to criminal history background check and fingerprinting

Physical Requirements

- Requires mobility to traverse campus to accompany and assure the safety of children. This may include moving between buildings multiple times throughout the workday and bending, squatting, stooping, and kneeling.
- Ability to occasionally lift up to 50 pounds.

Position Details

Title	Upper School Track & Field Head Coach
Reports to	Athletic Director
Start Date	March 2023
Schedule	Early March - Late May
Compensation	\$2500.00 stipend for the season

Application Instructions

To apply, please complete the application on our [website](#), including your resume, cover letter, and 2 letters of recommendation. No phone calls, please.

It is the policy of Cascades Academy to provide equal employment opportunity, regardless of race, color, sex, age, national origin, religion, physical or mental impairment, sexual orientation, veteran’s status or any other status protected by applicable law. Specifically, employment opportunities are and shall be open to all qualified applicants solely on the basis of their experience, aptitudes, abilities and training; advancement is and shall be based on the individual’s achievement, performance, ability, attitude and potential for promotion.