

LICKING VALLEY HIGH SCHOOL

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PRINCIPAL: Whitney Malone **ASST. PRINCIPAL:** Chris Campbell
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Job Posting: 2026-2027 School Year

Position: High School Athletic Director

Primary Contact: Whitney Malone

Starting Date: August 2026

Reports to: High School Principal

Email: malonew@lvschools.us

Application Deadline: May 1st

To Apply: Submit cover letter and resume to Whitney Malone at malonew@lvschools.us and complete the application at: <https://forms.gle/NkKce3eaaFumHnEo9>.

Job Objectives:

Licking Valley Local Schools is seeking a dynamic, visionary, and results-driven Athletic Director to add to our high performing team and highly successful athletic department. Licking Valley boasts strong, competitive athletic teams with a proud tradition of excellence with 21 varsity sports and a strong competitive record. We are supported by an enthusiastic and dedicated community that expects and demands sustained success at the conference, district, and state levels. The athletic director administers the district's interscholastic athletic program, promoting close working relationships with building and district staff, students, parents, and coaches in both the middle and high school. The ideal candidate will be a proven leader who can build upon our current success, maintain and expand upon our winning culture, and continue to elevate our athletic programs while ensuring the highest standards of integrity, sportsmanship, and academic achievement.

Key Responsibilities

- Provide strategic leadership and oversight for all athletic programs, grades 7-12, including 21 varsity sports.
- Recruit, hire, supervise, and evaluate a talented coaching staff to maintain and enhance competitive excellence.
- Foster a culture of success that prioritizes athlete development, character building, and academic-athletic balance.
- Manage the athletic department budget, facilities, scheduling, transportation, and compliance with OHSAA and district policies.
- Strengthen partnerships with parents, booster clubs, community stakeholders, and local media to sustain strong community support.
- Oversee and maintain the athletic department's technology presence by regularly updating the school athletic website, managing official social media accounts, and ensuring timely

communication of team schedules, scores, events, rosters, and celebrations of team and individual successes to enhance community engagement and school pride.

- Ensure Title IX compliance, student-athlete eligibility, and risk management protocols.
- Collaborate closely with school administration, counselors, and teachers to support the overall mission of the district helping every child learn and grow every day.
- Willing to make a positive contribution to the achievement, goals, initiatives and climate and culture at LVHS.
- Serve as a high school administrator by performing additional administrative duties as assigned, including but not limited to student supervision, discipline support, building-level leadership responsibilities, committee participation, and other tasks that contribute to the overall operation and success of the school

Qualifications

- Possesses valid Ohio License for the position posted: **7-12 Administrative License**
- Bachelor's degree required (Master's degree preferred) in education, sports management, or related field.
- Successful experience in athletic administration and/or coaching at the high school level preferred.
- Demonstrated track record of leading or contributing to successful athletic programs with consistent success.
- Strong leadership, communication, and interpersonal skills with the ability to work effectively with coaches, athletes, parents, and community members in a high-expectation environment.
- Thorough knowledge of OHSAA rules and regulations, budget management, and facility operations.
- A life-long learner who expects to be challenged to continuously learn and grow and accepts the challenges of education in the 21st Century.
- Builds positive relationships with students, their families and colleagues including clear and timely communication that fosters collaboration and supports student success.
- Models professional behavior, skills, ability and attitude including maintaining confidentiality, respecting student privacy, and upholding the principles of integrity.
- Serves as a role model to their students in demonstrating qualities such as integrity, empathy, and a commitment to lifelong learning.

What We Offer

- Opportunity to lead a well-established, high-achieving athletic department with strong community backing.
- Competitive salary and benefits package commensurate with experience.
- Supportive administrative team and dedicated booster organizations.
- State-of-the-art facilities and resources to support continued program excellence.