



JOB OPPORTUNITY
Villa Maria Academy High School
Malvern, PA

Job Title: Assistant Track Coach (2)

Reports to: Director of Athletics

Posted: May 15, 2026

Villa Maria Academy is seeking 2 mission driven girls Assistant Track coaches. One coach would concentrate on jumping and the other on sprints. The Assistant Track coach supports the Head Coach in all aspects of the track and field program as well. This includes developing our student athletes' track skills, promoting good sportsmanship, organizing practices, and fostering a positive and competitive team culture, all of which are rooted in the school's mission.

Villa Maria Academy is a Catholic college preparatory school for girls in grades 9-12, rooted in the charism of the Sisters Servants of the Immaculate Heart of Mary, empowering young women to lead lives of spiritual growth, intellectual inquiry and Christian service.

Key Responsibilities:

- Assist the Head Coach in organizing and conducting practices, workouts, and meets
- Teach proper techniques, strategies, conditioning, and event-specific skills
- Help supervise student-athletes during practices, meets, team travel, and other team activities
- Assist with athlete evaluation and development
- Help monitor athletes' academic progress and encourage academic success
- Maintain effective communication with athletes, parents, coaches, and school administration
- Assist in equipment management and facility set-up
- Ensure safety and well-being of the student athletes
- Attend coaches meeting, and professional development opportunities as required
- Represent Villa Maria Academy and the ideals for which we stand

Qualifications:

- Previous coaching or competition experience
- Strong knowledge of track and field fundamentals, rules, and strategies
- Excellent communications skills a must
- Ability to engage and motivate high school athletes
- CPR certification or willingness to obtain
- Must meet all school background requirements

To learn more about Villa Maria Academy High School and its Athletics Program, visit our website at <https://www.vmahs.org/athletics>

Candidates should email a letter of interest and resume to Athletic Director, Kathleen McCartney kmccartney@vmahs.org