ST. MARY'S ACADEMY

WE CHANGE THE GAME FOR GIRLS.

HEAD FLAG FOOTBALL COACH

REPORTS TO	Athletic Director
FLSA STATUS	Exempt
JOB STATUS	Seasonal

MISSION STATEMENT

St. Mary's Academy, sponsored by the Sisters of the Holy Names of Jesus and Mary since 1859, is a Catholic high school for young women, providing a challenging college-preparatory education in a vibrant learning environment. Guided by the values and charism of the Sisters, St. Mary's fosters a diverse community and educates the whole person by nurturing spirituality, encouraging creativity, promoting justice, and inspiring a sense of global interdependence to prepare students for service and leadership.

SUMMARY

The Head Girls Flag Football Coach is responsible for leading and developing a competitive, mission-aligned flag football program that supports the growth of student-athletes both on and off the field. This position fosters a positive team culture rooted in the values of St. Mary's Academy, emphasizing character, leadership, sportsmanship, personal accountability, and excellence. The Head Coach oversees all aspects of the program, including player development, practice planning, game strategy, program administration, communication, and supervision of assistant coaches.

KEY RESPONSIBILITIES

- Lead all aspects of the varsity girls flag football program, including planning, organization, and execution.
- Develop and implement practice plans that promote skill development, teamwork, conditioning, and game strategy.
- Foster a positive, inclusive, and supportive environment where all student-athletes feel valued and empowered.

- Model and reinforce sportsmanship, integrity, leadership, and respect consistent with the mission of St. Mary's Academy.
- Supervise, mentor, and collaborate with assistant coaches.
- Communicate effectively and professionally with student-athletes, families, school administration, and athletic department staff.
- Promote student-athlete well-being and support academic success.
- Ensure compliance with OSAA, league, and school policies and procedures.
- Coordinate team logistics including equipment, uniforms, transportation, and scheduling in collaboration with the athletic department.
- Attend required coaches meetings, athletic department trainings, and school-sponsored events.
- Support offseason development opportunities and assist with program growth and recruitment efforts.
- Maintain accurate records, rosters, and required certifications.
- Teach and develop flag football fundamentals including passing, receiving, route running, defensive concepts, and game management.
- Build enthusiasm and participation for a growing girls flag football program while promoting leadership and competitive excellence.

MINIMUM QUALIFICATIONS

- Previous football or flag football coaching experience at the youth, high school, club, collegiate, or equivalent level.
- Demonstrated ability to teach fundamental football and flag football skills and concepts.
- Strong commitment to mentoring and developing adolescent athletes.
- Ability to build positive relationships with students, families, colleagues, and officials.
- Strong organizational, communication, and leadership skills.
- Current First Aid, CPR, and AED certification or ability to obtain prior to season start.
- Successful completion of required background checks and coaching certifications.
- Commitment to supporting the mission and values of St. Mary's Academy.

PREFERRED QUALICATIONS

- Previous head coaching experience
- Experience coaching female student-athletes
- Collegiate playing experience
- Knowledge of current trends and best practices in player development, sports performance, and athlete wellness
- Experience building and sustaining successful athletic programs
- Familiarity with Catholic education and mission-driven schools

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to motivate, inspire, and develop student-athletes of varying skill levels.
- Understanding of positive coaching practices and student-centered leadership.
- Strong conflict resolution and interpersonal communication skills.
- Ability to create a culture of belonging, accountability, and excellence.
- Commitment to equity, inclusion, and respect for diverse backgrounds and perspectives.
- Ability to make sound decisions under pressure during practices and competitions.
- Knowledge of offensive and defensive flag football strategies, player safety, and game management.
- Proficiency with technology and communication platforms used for scheduling and team communication.

SALARY AND BENEFITS

Seasonal stipend commensurate with experience and qualifications

HOW TO APPLY

Position is open until filled. Qualified applicants are invited to submit their resume and cover letter to Amy Dames Smith at amy.damessmith@smapdx.org. No phone calls please.

Applications will be reviewed immediately.

St. Mary's is an equal opportunity employer.