



# THE WHEELER SCHOOL

## **Position: Athletic Director**

**Start: July 2020**

Founded in 1889, The Wheeler School is a co-educational independent day school for over 800 students from Nursery through Grade Twelve in beautiful and dynamic Providence, Rhode Island. The essence of our vision comes down to a simple concept, reflected by Mary C. Wheeler's founding precept: "to learn our powers and be answerable for their use." Wheeler is a place where we strive to make anything possible for students, where choice, inquiry, and interest are of primary import, where we know individuals well, and where we insist upon and nurture intellectual character, critical thinking, empathy, and creative spirit.

The Wheeler School, a member of the Rhode Island Interscholastic League, is committed to challenging academics, a rich performing, and visual arts curriculum, and competitive and inclusive athletics. Our Providence campus includes a full size gymnasium, trainer's office, Athletic Director office, and a fitness conditioning room. The Wheeler Farm, just 10 minutes away, is a 120-acre campus and the site of four soccer fields, two field hockey fields, a trainer's room, a baseball, and a softball field, tennis courts, and a field house with three full-size basketball courts. Wheeler athletes are bused to and from the Farm for practices and games. Sports facilities include a state-of-the-art turf field. Wheeler athletics is supported by an ample and competitive annual budget.



The Wheeler School's next Athletics Director will bring strategic thinking, vision, and practical management skills to a highly competitive athletics program. The successful candidate will be inspired by the school's mission and eager to ensure that our athletics offerings and experiences reflect our school values. The candidate will be excited to join a community in which competitive athletics, a vibrant arts program, and rigorous academics are all valued and appreciated. We are seeking candidates who can support and inspire our student-athletes, hire and mentor our coaching staff, and attend to the many details that are required when overseeing 52 middle and upper school teams and 2 co-op teams and manage the athletics budget. Outstanding organizational skills, the ability to manage a variety of logistical challenges, and excellent communication skills are required.

- Provide active and visible leadership in order to promote and support athletics as one part of a well-rounded and excellent education.
- Oversee all coaches from hire through mentorship and evaluation to support the goals of the program.
- Provide leadership and motivation for students, coaches, and families.

- Work in partnership with Physical Education Department Head on shared goals.
- Communicate proactively with all divisions and with students and families to ensure effective programming and maximum participation and success.
- Execute all operational functions including scheduling fields and officials, busing, uniform distribution, maintenance, and replacement
- Partner with Enrollment Team on marketing and increased awareness of athletic programming and with Advancement on achieving goals associated with athletic fundraising as appropriate
- Provide leadership and presence in all matters related to Athletics, including attending games and increasing visibility through social media, enrollment communications, and our Wheeler Warriors microsite management
- Partner with the wellness team, facilities operations, and Wheeler farm staff to ensure highest levels of safety, organization, and management of athletics programs.
- Maintain a strong connection with College Counseling Office and with students and families in the recruiting process
- Oversee athletics budget with strategic resource allocation, timely reporting, and collaboration with the Business Office

### Qualifications

- Success in leadership in athletic programs in schools
- Excellent listening, written and oral communication skills
- Demonstrated cultural competency and commitment to diversity, equity, and inclusion work in schools
- Facility with social media and modes of digital communications
- Ability to attend games and relevant school events on evenings and weekends
- Bachelor's Degree required; Master's degree or higher preferred



To apply, please submit a resume and cover letter to Athletics Director Search Committee at [careers@wheelerschool.org](mailto:careers@wheelerschool.org). Please include the position title in the subject line. Learn more about The Wheeler School at [www.wheelerschool.org](http://www.wheelerschool.org).

### Statement on Diversity

*At Wheeler, we actively seek students, faculty, and staff from diverse backgrounds in the belief that a broad range of experiences and viewpoints enhance learning, enrich life on campus, and better prepare us all for full participation in a pluralistic, democratic society. The Wheeler School is committed to a policy of nondiscrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, age, national origin, or disability, and any other category protected by federal, state, or local law.*