

Athletic Director  
Fountain Central Jr.-Sr. High School

Southeast Fountain School Corporation has an opening for a Jr/Sr High School Athletic Director at Fountain Central Jr.-Sr. H.S. for the 2018-2019 school year beginning July 1, 2018.

**Qualifications/Responsibilities**

1. Must hold an Indiana Teaching Certification
2. Effective organizational skills
3. Strong interpersonal communication skills
4. Ability to evaluate programs and work with coaches to improve
5. Supervise athletic contests
6. Lead the athletic department (grades 6-12)
7. Schedule contests and officials for all sports
8. Oversee the corporation master calendar and facility use
9. Willingness to assist with student discipline/attendance and/or teach 1-2 periods per day
10. Responsible for compliance with school and IHSAA policies and guidelines
11. Strong background in athletics/coaching with skills in budgeting, fund raising, and supervision of staff
12. Other duties as assigned by the superintendent/principal

**Application Process**

Provide the following information to Mr. Doug Allison, Superintendent, by March 30th, 2018 – position will remain open until filled:

1. Letter of interest
2. Resume
3. References
4. Copy of valid Indiana teachers license
5. Copy of college transcripts
6. Please e-mail all above information to: [allisond@sefschools.org](mailto:allisond@sefschools.org)

**Salary**

Initial contract will be a 2-yr contract

202 days per year

Salary and benefits will be commensurate with degree and experience

If you have questions, please contact Doug Allison:

Email – [allisond@sefschools.org](mailto:allisond@sefschools.org)

Phone – 765-294-2254

Doug Allison, Superintendent: \_\_\_\_\_ *Douglas A. Allison* \_\_\_\_\_

Building Rep.: \_\_\_\_\_ *Sandra Kashner* \_\_\_\_\_

Date: February 5, 2018