



**Title:** SCA Athletic Director  
**Salary Range:** Exempt  
**Status:** Full-Time (10-months)  
**Reports to:** SCA Head of School  
**Job Location:** Seaside Christian Academy, West Ocean City, MD

**Overview:**

Seaside Christian Academy (SCA) is recognized by the Maryland State Department of Education as a PreK3 thru 12<sup>th</sup> grade church-exempt school. Seaside Christian Academy is also a member of the Association of Christian Schools International (ACSI), the American Association of Christian Schools (AACCS), and the Maryland Association of Christian Schools (MACS). Seaside Christian Academy exists to educate children spiritually, academically, socially, and physically, equipping them for every good work in Christ Jesus. (Luke 2:52)

- SCA Teachers are expected to present themselves as Christian role models for their students. (Luke 6:40)

**Required Spiritual Qualities:**

- Have received Jesus Christ as your personal Savior
- Believe in the Bible is God's Word and standard for faith and daily living
- Be a Christian role model in attitude, speech, and actions toward others
- Be a member in good standing at a Bible-believing New Testament church
- Maintain high standards of ethics, honesty, and integrity in all personal and professional matters. Integrate biblical principles and the Christian worldview throughout the school.
- Accepts without verbal or mental reservations; the SCA Mission Statement, the SCA Vision and the SCA Statement of Faith and commit to upholding them (Addendum 1)

**Job Qualifications and Skills**

- Strong interpersonal communication skills
- Ability to manage relationships with coaches, school administrators, and community
- Skilled at providing motivation and direction to the coaches
- A resourceful leader that delegates tasks effectively
- Conference attendance and ongoing professional development are necessary
- Strong analytical, administrative, and multitasking skills
- A proven track record with creating and overseeing an athletic department's strategic plan
  
- In-depth working knowledge of all sports, including; soccer, basketball, volleyball, and baseball
- Demonstrate a passion for sports and education.
- Keen understanding of how young athletes should be developed.
- An ability to provide a vision of Christian growth for athletes, parents and coaches.

**Job Responsibilities**

- Administer guidance for sports programming
- Confer with coaches to establish games, events, and practice schedules
- Work with coaches to determine travel arrangements.
- Establish conference and league schedules.
- Select, recruit, and oversee coaching staff
- Coproduce a postseason plan with league officials
- Maintain orderly, clean, and safe facilities and equipment
- Generate and file team statistics promptly
- Comply with school, NCAA, and other association rules.
- Discuss student eligibility with school administrators
- Develop and regulate the budget and appropriate spending for equipment, facilities, referee/umpires.
- Attend a number of games each season as decided on with Administration
- Attend games held after school hours
- Work during summer and break hours for practices, pre-season, etc.
- Must oversee the proper storage of sports equipment for teams

**Education & Experience**

- Highschool diploma required
- Bachelor's degree in sports management, physical education, or another related field, preferred
- Minimum five years of athletic, coaching, and teaching experience, preferred
- Knowledge of fund raising and promotional event operations

**Physical Requirements:**

- Must be able to lift up to 50 pounds at times.
- Must be able to stand, squat, sit on the floor, kneel, bend, and pick up objects
- Must not be sensitive to seasonal weather conditions
- Must be able to traverse school grounds and facilities and lead students to safety in the event of an emergency.
- Must be available to work evenings and weekends when necessary

**A Condition of Employment:**

- Applicant must pass a pre-employment criminal background check with finger printing.

**Interested job applicants should submit their resume and a completed job application, located on the SCA website to HR Director, [jlobb@seasidechristian.com](mailto:jlobb@seasidechristian.com).**

# **Seaside Christian Academy**

## **(Addendum 1)**

### **Mission**

Seaside Christian Academy exists to educate children spiritually, academically, socially, and physically, equipping them for every good work in Christ Jesus. (Luke 2:52)

### **Vision**

At Seaside we:

- Can help parents in the training of children, but cannot replace them.
- Partner with parents who are actively involved in the life of the school and their children.
- Use a curriculum and create an environment which will help students to become more Godly as they seek to increase in knowledge, understanding, and wisdom.
- Respect all students as part of God's creation, regardless of race, gender, or ethnic origin.
- Use the Bible as our primary source for all courses, policies, and procedures.
- Strive to be Godly role models.
- Set high standards for academics, behavior, and spiritual growth, and provide the necessary support to reach those standards.

### **Seaside Christian Academy Statement of Faith**

We Believe:

1. In One God, the Creator and Sustainer of the universe, eternally existent in three persons: Father, Son and Holy Spirit.
2. God has authored, preserved, and protected the Bible, as His Word and our authority in all that we do.
3. That God created us in His image and has given us the responsibility over creation for His glory.
4. In the unique deity of the Lord Jesus Christ, Who became human as the virgin-born Son of the living God.
5. That the Lord Jesus Christ died to pay for our sins and give to those who believe, eternal life with Him in heaven.
6. In the power of the Holy Spirit to restore and guide us in our relationship with God.
7. In the resurrection of our Lord Jesus from the dead and the promise of His return.
8. In the bodily resurrection and eternal reward of the saved and the everlasting punishment of the lost.
9. In the spiritual unity of ALL believers in our Lord Jesus Christ.
10. That marriage is one man and one woman as ordained by God.

I fully support the SCA Mission, Vision and Statement of Faith as written without verbal or mental reservations.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_