



The Winston School  
5707 Royal Lane Dallas, Texas 75229  
214-691-6950

## **Track & Field Program Leader & Coach**

**Reports To:** The Athletic Director

**Compensation:** Stipend Position

**Job Overview:** The Winston School is seeking a passionate and enthusiastic Track & Field Leader & Coach to build up our program by maximizing potential and empowering confidence within our student-athletes. The Winston School is a small K-12 college preparatory school designed to maximize the potential of bright students who learn differently. The Track & Field Coach will oversee the entire program at the school which will include supervision of an assistant coach.

### **Responsibilities and Duties:**

- Oversee the entire track & field program.
- Work with the Athletic Director to schedule meets.
- Work in coordination with the Athletic Director in the hiring of assistant coaches.
- Plan/design and hold an appropriate amount of practices throughout the season.
- Develop a culture for growth and development within the program.
- Work with the athletic department to provide opportunities for instruction and skill development for Lower School students.
- Develop an off-season program, camps and clinics to promote the sport within the school and surrounding community.
- Act as a positive role model in all settings and foster an environment of respect, integrity and responsibility.
- Help maintain high standards of sportsmanship and fair play in all facets of the athletic program.
- Exemplify a sense of professionalism at all times which includes game and practice times, with opponents, officials, parents, faculty, staff and administration.
- Encourage participation and interest in track & field within the student body.
- Keep accurate individual and team records and statistics.
- Attend and speak at the annual athletic banquet.
- Represent the school in a positive manner at all scheduled events.
- Assist with team transportation to practices, games, or events as needed.

### **Qualifications:**

- Head coaching experience at an educational institution is preferred.
- Ability to work in a fast-paced environment, demonstrate flexibility, and work autonomously and as part of a team to achieve departmental goals.

- A leader with high expectations of her/himself and the ability to inspire and motivate others.
- Well-developed interpersonal skills to deal effectively with a wide range of constituents.
- A genuine care for people and desire to serve.
- Unquestioned integrity and an impeccable reputation, where commitments are honored and people are approached in a straightforward and personal way.

#### Physical Requirements/Working Environment

- May require travel to various events to include overnight trips
- May occasionally work nights or weekends
- Works mostly in a temperature-controlled office setting with occasional exposure to the outdoors or any number of elements
- May involve frequent bending, moving, lifting, and carrying materials less than 50 lbs.
- Work in a rigorous academic environment dealing with a wide variety of physical and intellectual challenges, deadlines, and a varied and diverse array of contacts.