



MALDEN CATHOLIC

The Codivisional High School

Position Posted Athletic Director

Malden Catholic, the Codivisional High School, welcomes applications from candidates for the position of **Athletic Director**. A Xaverian Brothers Sponsored School, located in the Boston-north metropolitan area, Malden Catholic is a college-preparatory school, approaching its 87th year, and beginning a new chapter in its history with the creation of its School for Girls, complementing the established School for Boys. The School currently enrolls 430 boys (Grades 9-12) and 77 girls (Grade 9) with plans to phase in Grades 10, 11, 12 for girls over the next three years.

A member of the MIAA and the Catholic Conference (except in football), Malden Catholic recognizes the importance of a successful athletic program to the vitality of the School and seeks a candidate with strategic planning vision, a Mission-driven sense of personal excellence, and strong leadership ability to develop the emerging Girls program and pace a dynamic codivisional program at this exciting time in our history.

Qualifications

- Readiness to support and promote the Catholic Mission of the School
- Understanding of boys' and girls' developmental needs
- Broad knowledge of many sports and the Massachusetts coaching / athletic landscape
- Ability to inspire excellence and success in students and staff
- Proven ability to manage budget and develop personnel.
- Strong communication, public relation, and interpersonal skills.
- High level of integrity, diplomacy, and initiative
- Strong organizational skills and attention to detail
- Flexibility, sense of humor, and willingness to assist with administrative tasks in a fast-paced team environment
- High regard for confidentiality and for professionalism across many constituencies
- Demonstrated commitment and experience working in a diverse, multicultural school community
- Bachelor's Degree, Master's Degree and some coaching experience preferred.

To Apply: Before February 15, submit electronic cover letter, resume, and 3 letters of reference to Ms. Jacqui Blake-Oteri, Executive Assistant to the Headmaster:

blakeoterij@maldencatholic.org