

## NOTICE OF VACANCY

The following position is open for the school year of 2010-2011

**Title:** Assistant Director of Athletics at Valparaiso High School

**Qualification:** ~Valid (state) teacher certification is desirable  
~Has the ability to organize and supervise programs  
~Previous experience as a coach is desirable  
~Knowledge of the overall operation of the interscholastic athletic program  
~Computer skills including Microsoft office applications of Word, Excel, Power Point and Outlook  
~Interest in administration of interscholastic athletics  
~Displays qualities of professionalism, integrity, initiative, enthusiasm, cooperation, and adaptability  
~Such alternatives to the above qualifications as the Board may find appropriate and acceptable

**Job Goal:** To carry out the aims and objectives of the interscholastic athletic program as outlined by the Director of Athletics and school administration. At the same time, aide the Director of Athletics in providing leadership, supervision, and coordination of the sports programs to provide students worthwhile learning experiences.

**Responsibilities:** "Provide on inquiry" but are not limited to.

**Pay Scale:**        Stipend  
                         \$14,117.00

Application review process begins on March 29<sup>th</sup>, 2010 and will continue until a successful candidate has been identified.

**Inquiries:**        A. T. Rasmussen, Director of Athletics  
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                         2727 Campbell Street  
                         Valparaiso, Indiana 46385  
                         \*(no phone calls) [arasmussen@mail.valpo.k12.in.us](mailto:arasmussen@mail.valpo.k12.in.us)

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