



CROFTON HOUSE SCHOOL
EST. 1898

Coach, Track & Field, Senior School
Exciting Opportunity for an Extraordinary Coach
Part-time, Fixed-term Contract
Beginning of March 2022 - End of May 2022

At Crofton House School, we inspire girls to discover and pursue their personal excellence from the first day of Junior Kindergarten to Grade 12 and beyond.

Bound by our belief in the power of all-girls education, Crofton House School fosters a strong sense of community among educators, staff, students and families. Here, everyone can contribute to the strength of our learning environment – including you.

Crofton House School is currently seeking 3 experienced Track & Field Coaches to join the Senior School Athletics team. As an Athletic Coach, you will work collaboratively with the Program Coordinator, Athletics, Senior School, to ensure the safety and wellbeing of students in your care.

Responsibilities:

- Plan and deliver weekly training to students, grade 8 - 12 (Monday to Thursday before and after school; exact times TBC)
- Act as primary supervisor for students both in weekly practices and games/tournaments
- Provide mentorship, training, and support to students
- Support and develop the leadership ability of students
- Read, understand and observe all processes and procedures outlined in the Crofton House School Athletic Coaches Handbook
- Confirm practice, league and tournament season schedule
- Receive input from teacher sponsor, if applicable, on decisions related to athlete selection for final team roster and competition line-up
- Register for competitions and confirm team roster with BC School Sports two weeks prior to deadline
- Submit an early dismissal list for the season (league, tournaments) to the Program Coordinator, Athletics prior to the first league game
- Complete 'Coach Postseason Wrap-Up' document and 'Athlete Survey' to the Program Coordinator, Athletics at the end of season play
- Maintain open communication with the school administration and parents of basketball students

- Maintain accurate meeting attendance records of students
- Be available to meet with the Athletic Coordinator to review progress and future plans
- Ensure the safety and wellbeing of students at all times
- Uphold the Mission, Vision and Values of Crofton House School
- Other responsibilities as required

Qualifications, Knowledge, Experience:

- 1 - 3 years of experience coaching track and field
- Demonstrable awareness of the learning styles of girls and young women
- Committed to the standards of professional practice
- Excellent interpersonal, communication, and problem-solving skills

Employment and Application Details:

The coach's role is scheduled to start at the beginning of March.

Please note that applicants must be able to legally work in Canada.

Apply online at www.croftonhouse.ca/careers. Applications will be reviewed as they are received.

We thank all candidates in advance. We will, however, contact only those selected for an interview. No phone calls, please.

About Crofton House School

Crofton House School is a university preparatory day school for girls from junior kindergarten to grade 12. Set on a beautiful ten-acre campus in Vancouver, we offer an inclusive, supportive community of dedicated teachers, involved parents, and enthusiastic students. Collaborative, student-centred, inquiry-based education and world-class facilities create a unique learning environment where each girl can reach her full potential.

www.croftonhouse.ca/careers

teach.croftonhouse.ca