



DIRECTOR OF
ATHLETICS
2025-2026



BETWEEN THE RIVER AND THE BAY

The Calverton School is an independent, co-ed day school with a small residential program in which 325 students aged 3 to Grade 12 partner with dedicated teachers on a beautiful 150-acre campus in Huntingtown, Maryland. Our Southern Maryland location enables Calverton to attract a diverse student body from five counties to our learning community where students grow through a culture of respect, challenging yet well-rounded academics, and shared experiences. The Calverton School aims to instill in students intellectual curiosity, personal responsibility, and a strong work ethic to prepare for higher education and citizenship in a democratic and global community.



SPORTS OFFERINGS

Fall

- Soccer (MS, JV, Varsity)
- Cross Country (MS, Varsity)
- Volleyball (Girls MS, JV, Varsity)
- Golf (MS, Varsity)

Winter

- Basketball (MS, JV, Varsity)
- Cheer (MS, Varsity)
- Swim

Spring

- Lacrosse (MS, Varsity)
- Tennis (MS, Varsity)



POSITION SUMMARY

The Calverton School is seeking an energetic, forward-thinking, and passionate individual to serve as the Athletic Director. This dynamic role is central to fostering a vibrant, inclusive athletic culture that promotes student growth, health, and wellness. The ideal candidate will demonstrate a deep understanding of best practices in middle and upper school athletics, and possess the ability to build strong relationships within our community and beyond. This individual will be responsible for the overall management, development, and strategic direction of our athletic programs, ensuring they align with the school's mission and values. As a member of the Leadership Team, the Athletic Director reports directly to the Head of School and collaborates closely with students, faculty, coaches, parents, and local sports organizations. The successful candidate will also be an ambassador for the school, working to strengthen ties with the broader Southern Maryland community and with regional and national athletics organizations.

KEY RESPONSIBILITIES

Program Leadership and Development

- Lead, manage, and expand all athletic programs, ensuring that they provide high-quality, inclusive opportunities for students of all skill levels.
- Develop and implement strategic goals to promote growth, excellence, and inclusivity within the athletic department.
- Oversee the scheduling of practices, games, and events, and ensure compliance with relevant athletic associations and regulations. strategic direction of our athletic programs, ensuring they align with the school's mission and values.

Administrative and Operational Management

- Prepare and manage the department's budget, ensuring appropriate allocation of resources and fiscal responsibility.
- Coordinate logistics for practices, games, transportation, and facilities use.
- Ensure adherence to local, state, and national athletic regulations, policies, and safety protocols.

Coaching and Staff Development

- Recruit, hire, and evaluate a team of highly qualified coaches.
- Provide ongoing mentorship and professional development opportunities for coaching staff, emphasizing best practices in student-athlete development, sportsmanship, and team-building.
- Foster a collaborative and supportive coaching culture, ensuring high standards of leadership and communication.

Community Engagement and Promotion

- Serve as the primary spokesperson and advocate for Calverton's athletic programs to students, families, alumni, and the local community.
- Collaborate with the admissions and marketing teams to effectively promote athletic programs through events, materials, and community outreach.
- Organize and oversee key athletic events, such as tournaments, senior nights, sports banquets, and other community-facing initiatives.
- Assist with the execution of the annual Golf tournament and other sports community engagement events

QUALIFICATIONS AND KEY SKILLS:

- Bachelor's degree in a related field is required; Master's degree preferred.
- A minimum of five years of experience managing athletic programs, with at least three years in a senior leadership role preferred. Experience in an independent school setting is strongly preferred.
- Strong understanding of the role of athletics in student development and education.
- Proven ability to lead and motivate a team, with exceptional communication, organizational, and interpersonal skills.
- In-depth knowledge of athletic association regulations and best practices in program management.
- A clear commitment to upholding the school's mission, Philosophy of Honor, and values.



PREFERRED SKILLS AND ATTRIBUTES:

Passion for cultivating a positive athletic culture that emphasizes character development, teamwork, and sportsmanship.

Strong problem-solving and conflict resolution abilities.

Experience with fundraising and community engagement.

Ability to manage multiple priorities in a fast-paced environment, with flexibility to adapt to changing needs.

International/boarding enrollment acumen.

WORK ENVIRONMENT:

The Athletic Director position requires availability for evening and weekend events, including practices, games, and school functions. The role involves a combination of office work and physical activity, with time spent both indoors and outdoors on athletic fields or in the gymnasium.



TO APPLY

Interested candidates should submit a cover letter, resume and a list of references to Pam Brooks, Business Manager, at pbrooks@calvertonschool.org. Applications will be reviewed on a rolling basis until the position is filled.



320

Students
Enrolled



18

IB Program
Courses



8%

International Students
Enrolled



48%

Students Receiving
Financial Aid

