

Convent of the Sacred Heart is New York City's oldest independent school for girls. As an independent, Catholic school, educating students in Pre-K through 12, we are part of an international network of 160 schools. We are committed to a set of principles shared by all Sacred Heart Schools. Known as the "Goals and Criteria," these principles articulate the core components of a Sacred Heart education and charge our community with a unified educational mission.

At the heart of our philosophy is the belief that each child possesses unique gifts. Our job is to unearth those gifts, nurture them, and empower each child of the Sacred Heart to share those gifts with the global community. Convent of the Sacred Heart is committed to building a community that is anti-racist, anti-bias, fair, inclusive, and welcoming to everyone and seeks candidates who connect to our [Mission and Goals](#).

Varsity Squash Head Coach
Beginning November 6, 2024

Position: Varsity Squash Head Coach
Reports to: Athletics Director for Competitive Sports
FLSA: Exempt - part-time
Salary Range: \$5,500 - \$6,500
Start Date: November 6, 2024
End Date: February 14, 2025
Schedule: 4 days per week (Mon, Tues, Wed & Fri: 3:00-6:00 pm)

SUMMARY:

The Head Varsity Squash Coach is a part-time seasonal position (November-February) who is primarily responsible for the growth, development, and leadership of the Convent of the Sacred Heart Squash program. The Head Varsity Squash Coach primarily travels with the team to an off-site training facility for practices and games. He/she has primary responsibilities to build a strong team culture, develop skills of players, and instill confidence and HEART values with our student-athletes.

Responsibilities:

- Act as Head Coach for the Varsity Squash program. Responsible for all aspects of running a successful Varsity program.
- Achieve a high standard in sports skill instruction, motivation, and conduct of practice sessions
- Attain competitive results that demonstrate athletic excellence
- Develop a strong team culture that is in line with the values of the CSH athletic program
- Demonstrate a sincere interest in the social, emotional, academic, moral-ethical, and athletic development of student-athletes; demonstrating that the highest priority is the health, safety and welfare of student-athletes
- Exhibit supportive and cooperative behavior in the pursuit of achieving a strong program culture through goals established by the Athletics Director – Competitive Sports
- Complete all coach assigned tasks for the Varsity Squash team including, but not limited to:
 - roster management, maintaining team schedules and transportation, record keeping, completing CPR/First Aid, VIRTUS and other trainings, acting as liaison for team parents, distribution and collection of team uniforms, attend League/CSH coaches' meetings, and other administrative duties as assigned
- Manage assistant coaches for your respective team/s, providing mentorship and support.
- Participate in coach development sessions with Sacred Heart athletic leadership and coaches to develop a consistent coaching philosophy, teach concepts, and promote a growth mindset within CSH athletic programs.
- Commit to use of video and statistical analysis as a teaching tool for student athletes.
- Exhibit the highest professional standards and ethical behavior with adherence to NYSAIS, AAIS, School, Division, and Department of Athletics rules and regulations and Coaches Manual.

Other:

- Maintain good professional and collaborative relationships with colleagues.
- Commit to personal growth through active participation in professional development.
- Act with leadership and professional behavior in dealings with student-athletes, parents, staff, and administrators
- Other duties as assigned by Athletics Director - Competitive Sports that are needed to maintain and/or oversee the success of Sacred Heart athletics

Qualifications:

- Bachelor's degree and three years of relevant experience, or a combination of education and experience. Previous high school/college coaching experience required. High school playing experience required; college playing experience preferred.
- Strong knowledge of squash programming and experience coaching elite level high school athletes.

- Excellent verbal and written communication skills with the ability to effectively manage relationships at the administrative, student-athlete, and parent level.
- Extremely detail-oriented and organized
- A record of integrity, reliability, punctuality, and strong work ethic
- Strong interpersonal and collaboration skills

It is the policy of Sacred Heart to provide equal employment opportunity to all employees and applicants. This means that all employees and applicants will be treated on an equal basis without regard to race, religion, color, creed, gender, gender identity or expression, transgender status, national and ethnic origin, ancestry, disability, age, military or veteran status, marital and partnership status, citizenship status, caregiver status, sex (including pregnancy), sexual orientation, sexual and reproductive health decisions, height or weight, predisposing genetic characteristics, criminal history, actual or perceived domestic violence victim status, or any other characteristic protected by applicable state, federal or local law (collectively referred to herein as "Protected Classifications").

In addition to the Protected Classifications set forth in this EEO Policy, the School also prohibits any form of discrimination or harassment based on being a certified medical marijuana patient, pre-employment marijuana testing, unemployment status, sexual and reproductive health decisions, salary history, arrest or conviction, or domestic violence victim status in accordance with state law.

This policy applies to all terms, conditions and privileges of employment, including but not limited to: hiring, training, faculty development, transfers, promotion, compensation, benefits, educational assistance, employee facilities, termination, and retirement.

Interested candidates may apply online here:

<https://cshnyc.applicantstack.com/x/apply/a2v8ra15ovu6/aabu>