

**Job Posting**  
**Head Varsity Cross Country Coach**  
**Public Schools of Petoskey**

**Qualifications:**

1. Previous successful coaching experience at the high school or college level.
1. Ability to build positive relationships with players and parents
2. Teaching Certificate- Preferred, not required
3. Outstanding communicator both written and oral
4. Must possess effective coaching techniques and skills.
5. Ability to build a complete program, youth thru Varsity.

**Essential Responsibilities and duties:**

1. Develops a Vision and Values for all aspects of the Cross Country program, consistent with the Athletic Handbook of the Public Schools of Petoskey.
2. Have well developed practice plans and conduct high energy practices
3. Works closely with our full-time Strength and Conditioning Coach to develop off-season workouts.
4. Work closely with the Athletic Director for scheduling and program needs.
5. Ability to coach the coaches to build the program and player skills.
6. Continues the relationship between the High School program and our youth programs.
7. Recommends and plays a role in the purchase of equipment, supplies, and uniforms as appropriate.
8. Enforces discipline and sportsmanship behavior at all times and establishes/oversees penalties for breach of such standards by individual students.
9. Adheres to a highly developed program for injury prevention in conjunction with the schools Athletic Trainer.
10. Conduct a parent meeting prior to the start of the season
11. Develops a system for tracking all uniforms and equipment.
12. Conduct a team banquet/awards night at the end of the season.
13. Follow all MHSAA rules and guidelines for Football.
14. Other Duties as assigned by the Athletic Director or Principal.

**Reports To:**

Athletic Director and High School Principal

**Send all applicable materials to:**

Joel Dohm

Athletic Director/Assistant Principal

Petoskey High School

1500 Hill Street

Petoskey, Mi 49770

Email: [dohm.jj.m@Northmen.org](mailto:dohm.jj.m@Northmen.org)