

Bishop McHugh Regional Catholic School

Athletics Director

2026–2027 School Year

Bishop McHugh Regional Catholic School is seeking an individual or individuals to help coordinate and support our school athletic programs for the 2026–2027 school year.

This is a **stipend-based position with total compensation of \$5,000 for the school year**. The position may be filled by one individual or divided between two individuals based on interest, experience, and availability.

If divided, responsibilities would generally be separated as:

Basketball & Cheer Director
Cross Country & Track Director

General Responsibilities

The Athletics Director(s) will:

- Coordinate game/meet, practice, and tryout schedules with coaches, leagues, and school administration.
- Coordinate scheduling of referees/officials and ensure payment requests are submitted.
- Attend applicable league meetings and maintain required rosters and league information.
- Help ensure required student-athlete paperwork is completed.
- Communicate schedules, changes, and cancellations to coaches, families, officials, and the school.
- Coordinate uniforms, equipment, and general program needs.
- Be present at home games or meets for their assigned sports to provide site supervision and support coaches, officials, visiting teams, and families.
- Promote good sportsmanship and work with school administration as needed.

Qualifications & Requirements

We are looking for individuals who are dependable, organized, communicate well, and enjoy supporting student athletics. Experience with youth sports, coaching, recreation, or school athletics is helpful but not required.

Selected candidate(s) must complete all required VIRTUS Safe Environment training and school-required background clearances prior to serving in the position.