



NOTICE OF VACANCY

Human Resources
602 Orchard Street,
Arroyo Grande, CA 93420
(805) 474-3000, ext. 1196

April 16, 2025

NOTICE OF VACANCY INTERNAL MESA MIDDLE SCHOOL ONLY CERTIFICATED ATHLETIC DIRECTOR 2025-2026 SCHOOL YEAR

Mesa Middle School is looking for an Internal Certificate Candidate to take on their Athletic Director Position for the 2025-2026 school year.

POSITION:

Athletic Director - Mesa Middle School

Position may be filled by one (1) employee or split between two (2) employees

Split position may be modified for actual duties of each employee

(e.g. Athletic Director A oversees Fall & Winter Sports for 75% of the stipend & Athletic Director B oversees Spring Sports for 25% of the stipend)

STIPEND:

Middle School Athletic Director Stipend: \$4,100/yr

Athletic Salary Schedule information listed on page 3 of the [Certificated Salary Schedule](#).

DESCRIPTION:

Under the direct supervision of the middle school principal, the athletic director will assist in the planning, development, and implementation of the policies, regulations, guidelines, and procedures pertaining to a school site interscholastic sports program: serve as a resource to administrators and interscholastic sports personnel concerning sports and recreation activities; other related functions as directed. The Athletic Director will be the primary educator, overseer, enforcer, and interpreter of Athletic regulations. The Athletic Director will utilize all the resources available to establish a cooperative relationship with parents, staff members and administrators to support each student's opportunity to learn and grow in educational and life experiences. The goal of the Athletic Director is to provide overall leadership and coordination among the various sports and provide student athletes with a positive competitive experience.

MINIMUM REQUIRED QUALIFICATIONS:

- Credential: Valid California teaching credential with an authorization to teach any subject matter in grades 7-12 in a departmentalized setting. Specific type of credential shall be determined based on need. CLAD/BCLAD/EL Authorization (Emergency permits are not accepted).
- Education: A Bachelor's Degree, including all courses and/or exams needed to meet credentialing and subject matter competency
- Additional: Hold and maintain first aid certification and CPR certification. Valid California Driver's License
- Experience: As mandated by the state, and accepted by the school district.
- Personal Qualities: Resourceful, innovative, helpful, diligent, persistent, and a willingness to work with colleagues and students

PROCEDURE FOR APPLICATIONS:

- **Internal certificated candidates only:** All interested current certificated LMUSD teachers, can complete the [Certificated Teacher Interest Form](#).

INTERVIEW PROCEDURE: The top candidates will be selected for interviews.

APPLICATION DEADLINE: Until filled.

The provisions of this Notice of Vacancy do not constitute a contract expressed or implied and any of the provisions contained herein may be modified or revoked without notice.

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