



Job Title: Assistant Athletic Director

Status: Full-time position with varied schedule dependent on athletic schedule and events, including evenings and weekends.

Prepared by/Date: Dale Hoover / March 2021

Position Summary

Palmetto Christian Academy is seeking a full-time Assistant Athletic Director. The preferred candidate will possess a Bachelor's degree or higher in some form of sports-related study and at least 1 year of experience working with high school athletes.

Candidates should feel comfortable working with student athletes in various athletic settings and have a basic knowledge of the sports offered at PCA. Additionally, candidates should be able to organize uniforms, collect payments, communicate with parents, help with scheduling, and perform any other functions to assist the Athletic Director.

Candidates must demonstrate a strong, personal relationship with Jesus Christ, a passion for students, and a desire to demonstrate Christ and his love through sports.

Candidates must be in agreement with the PCA Statement of Beliefs which can be found [HERE](#).

If you believe you are qualified, we invite you to submit an online application at the link below.

<https://eastcooperbaptist.wufoo.com/forms/ecbc-pca-employment-form/>

Please direct your questions or resume to Dale Hoover, Athletic Director, at dhoover@palmettochristianacademy.org.

Organizational Status

This position reports to the Athletic Director.

If you are interested in this opportunity and meet the qualifications, please [complete an online employment application](#). Upload your resume with a cover letter at the end of the application form.