

ORRVILLE AREA



BOYS & GIRLS CLUB

Physical Education Program Director

Exempt Position

GENERAL DESCRIPTION

The Physical Education Program Director is responsible for all league, fitness, and outdoor programming. The Physical Education Program Director is directly responsible to the Executive Director.

KNOW HOW:

1. A bachelor's degree from an accredited four-year college or university is preferred. Equivalent experience is also acceptable.
2. A strong background in Physical Education programs and activities..
3. Applicant must be able to direct, supervise, and train part time staff and personnel.
4. Knowledge and skills that will motivate and highly involve members in programming..
5. The ability to organize and supervise leagues, staff, and program areas.
6. Must have a valid Ohio driver's license.

JOB SEGMENT:

1. Train, supervise, direct and program, in conjunction with the Executive Director, all Gym staff, volunteers and programs including, but not limited to, sports leagues, outdoor education, and gym programming.
2. Provide a comprehensive sports league program for members that teaches fundamentals, sportsmanship and fun!.
3. Must be able to recruit and train volunteers to serve as coaches and referees for sports leagues.
4. Provide fiscal responsibility and reporting for the gym and leagues budget.
5. Implementing programs from BGCA such as NIKE Games, Fitness Authority, etc., and overall assistance with program management, evaluation, and implementation from BGCA.
6. Implement a coaches and referee clinic that teaches successful coaching techniques and stresses the philosophy of the Boys & Girls Club.
7. Track and document progress of all participants in the program.
8. Develop and implement a comprehensive community service program.
9. Develop and implement a well-rounded outdoor education program.
10. Recruit, train, and implement programs for the gym and Sports leagues.
11. Plan and implement special events for teens (such as, but not limited to: theme events, field trips, etc...)
12. Responsible for the daily maintenance and upkeep of the areas that the Physical Education Program Director is responsible for.
13. Develop and Implement a Fitness and nutrition education program to help with childhood obesity.
14. Anything else that is for the good of the organization.