



GRACE INTERNATIONAL SCHOOL

ENABLE | EQUIP | CULTIVATE

JOB DESCRIPTION

Job Title: After School Sports Coordinator

Category: Full Time/ Non Thai

1:00 p.m. - 8:00 p.m. Monday- Friday and 8:00 a.m. - 1:00 p.m. Saturday

Division: Athletics

Reports to: Athletic Director

POSITION PURPOSE & DESCRIPTION

Coordinate and oversee different after school sports programs

GENERAL QUALIFICATIONS

- Is a mature Christian
- Coaching experience
- Ability to work with the sports department
- Be in good physical condition
- Basic knowledge of: Basketball, Soccer, Futsal, Rugby, Volleyball, Track, Swimming, Flag Football, Ultimate Frisbee
- Able to work with kids of different ages
- Have a valid international or Thai driver's license
- Able to work with parents and dorm parents involved in sporting events
- Willing and able to organize large numbers of students
- English proficient (some Thai would be desirable)
- Willing to help with refereeing responsibilities
- Flexibility
- If getting a visa / work permit through GIS, additional requirements, (e.g., a bachelor's degree) will apply
- Is a model of the GIS Core Values of being Christ-centered, caring for the students, and having a commitment to excellence

CHARACTER QUALIFICATIONS AND EXPECTATIONS

- Develops and maintains positive and healthy relationships
- Is culturally sensitive.
- Models integrity and honesty.
- Addresses and deals effectively with conflict when it arises.
- Has the ability to work in a collaborative way with diverse personalities
- Models a consistent walk with Jesus Christ in attitude, speech, and actions.
- Submits respectfully and demonstrates loyalty to authority.
- Represents the school in a favorable and professional manner.
- Goes directly to the person/s concerned when questions and problems arise.
- Has the "Go Extra Mile" attitude.

CHRISTIAN CONDUCT / MORAL PURITY

At Grace International School (GIS), a staff member's most important function is to serve as a Christian role model. Therefore, all staff members are expected to adhere to Biblical moral standards. Grounds for dismissal include, but are not limited to, abuse and neglect, sexual harassment, participation in adultery, fornication, homosexuality, use of pornography, drunkenness or other substance abuse, dishonest business practices, or insubordination. A staff member's conduct should be above reproach when judged by New Testament standards and should be reasonably inoffensive in the local culture. Staff members are also expected to be a part of a weekly local church community and to be a part of a weekly GIS morning prayer time and/or a weekly regularly scheduled prayer times with another faculty member(s).

GENDER STATEMENT

- We believe in the historic biblical view of marriage. For those who choose it, marriage reflects God's best when it is a lifelong commitment between one man and one woman. (Mark 10:1-12)
- We believe singleness, for those who choose it, is a gift to be celebrated and supported within the GIS community. Those called to singleness experience the rich benefits of a life focused on God. (1 Cor. 7)
- We believe in the historic biblical view of gender identity. We believe humans are created to be uniquely male and female, each created in God's image.(Gen. 5:2, Mt. 19:1-12). When men and women live out of these God-ordained identities, humanity flourishes. (Gen. 1:27-28) Alternative identities, behaviors and lifestyles lead away from the knowledge of God and life. (Romans 1:18-32)

PROFESSIONAL CONDUCT

As professionals, employees at GIS will be expected to:

- Support GIS's Statement of Faith, Christian Unity Statement, Christian Conduct and Moral Purity Statement, Philosophy of Education, Abuse, Neglect, and Harassment Prevention policy, and all other written policies and regulations
- Abide by the decisions of the Board of Trustees and the administration
- Refrain from discrediting the ability or conduct of other GIS colleagues and seek to support one another in all issues
- Keep all matters regarding a colleague or student confidential
- Be familiar with and abide by all policies outlined in the Personnel Handbook; and, as applicable, the Parent, Student, and Member Organization Handbook.
- Respect the local traditions and customs of Thailand.

GIS reserves the right to discipline any staff member for behavior at any time that would bring reproach upon the school.

MAIN TASKS AND RESPONSIBILITIES

- Develop and oversee the recreation league programs
- Oversee the U-8/10, U12 and U14 sports programs
- Coordinate and help run the intramural programs
- Help with necessary sporting events and tournaments
- Be available to help coach if needed and officiate high school sports
- Manage the Fitness Center after school hours
- Help with outreach sports events when needed
- Organize equipment for each day's activities including PE
- Work with the Athletics Information Coordinator to schedule after school sports
- Work with others to organize the timely use of facilities and rentals when needed
- Organize time schedules for volunteers and referees
- Participate in required training events, including but not limited to staff orientation and opportunities for coaches.
- Be willing to sub for PE classes and other classes if needed
- Participate in staff wide events like Professional Development days, Orientation, etc
- Help out with other task assigned by the Athletics Director