



MONTAGUE AREA PUBLIC SCHOOLS

EDUCATION IN THE RIGHT DIRECTION

4882 STANTON BLVD. • MONTAGUE, MI 49437 • TELEPHONE: 231-893-1515 • FAX: 231-894-6586

Internal/External Job Posting

Position: Assistant Track Coach – NBC

Terms: Spring Sports Season

Salary: Per Schedule B Contract

Classification: Schedule B

Posted: October 9, 2025

Closing Date: Until Filled

NBC Middle School is seeking a positive and dedicated Assistant Track & Field Coach to support the middle school athletic program. The Assistant Coach will work under the direction of the Head Coach to help student-athletes develop skills, improve fitness, and foster teamwork and sportsmanship in a safe and encouraging environment.

Qualifications:

- Possession of a high school diploma or its equivalent
- Knowledge of track & field events and training techniques
- Ability to work effectively with middle school students
- Ability to work collaboratively with the Head Coach and school administration
- Excellent communication, organization, and interpersonal skills
- Must meet all district and/or state requirements for school coaches (including background check, CPR/First Aid certification, and any necessary coaching certifications or training)
- Prior coaching / competitive experience in track & field preferred

Key Responsibilities:

- Attend all scheduled practices, competitions, and coaching meetings
- Assist Head Coach in planning, conducting, and supervising daily practices, competitions, and team events
- Help ensure safety and injury prevention of all student-athletes through proper technique and supervision
- Provide instruction and support in specific event areas (e.g., sprints, relays, throws, jumps, or distance)
- Assist with tasks such as attendance, communication with parents/guardians, coordination with school staff, event setup, and coordination of transportation and meet-day logistics
- Help create a positive and inclusive team culture that emphasizes effort, respect, and growth
- Serve as a role model / mentor to student-athletes, encouraging academic achievement & personal growth
- Comply with all school district, league, and MHSAA policies, rules and regulations

Applicants:

Interested candidates should send a letter of interest and resume or application to:

Krista Hams, Human Resources Coordinator

By Mail: Montague Area Public Schools
4882 Stanton Blvd.
Montague, MI 49437

Or E-mail: humanresources@mapsk12.org