

Gary Wood
Interim Superintendent
Interim Business Manager
Sarah Belanger
Assistant Business Manager
April Margaritis
Secondary Principal
Curriculum Director
Chris Grob
Elementary Principal
Special Education Coordinator

Mio AuSable Schools

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Todd Wyckoff, President
Allison Long, V. President
Richard Hoffman, Treasurer
Kathi Mitchell, Secretary
Patrick Stephens, Trustee
Darryl Harless, Trustee
Linda Whaley, Trustee

Job Posting

Position: Athletic Director

Start Date: July 1, 2025

Reports To: High School Principal

Supervises: Athletic Coaches

Compensation: To be determined

Mio-AuSable Schools is a close-knit, student-centered district in northern Michigan, committed to excellence in academics, athletics, and character development. We are seeking an energetic and organized Athletic Director to lead and grow our athletic programs, which are integral to our school culture and community pride.

Qualifications:

The ideal candidate will demonstrate:

- Strong organizational skills and attention to detail
- The ability to effectively lead and collaborate with coaches, students, staff, and parents
- Coaching experience (preferred)
- Proficiency with computer applications, communication tools, and athletic management systems

Primary Responsibilities:

The Athletic Director will:

- Maintain and ensure adherence to the district's Athletic Handbook
- Oversee student-athlete eligibility, including physical, academic, and training requirements
- Support the hiring, assignment, and evaluation of coaching personnel
- Provide leadership in coaching orientation and ongoing professional development
- Develop and implement rules and expectations for coaches and athletic events
- Promote an inclusive, educationally focused athletic program aligned with district values
- Foster a culture of sportsmanship, integrity and academic achievement in the athletic programs
- Collaborate on student discipline and character development within athletic programs
- Compile and submit compliance reports, including Title IX documentation
- Represent Mio-AuSable Schools in MHSAA and North Star League matters
- Schedule all athletic events and secure officials for home games
- Coordinate transportation and facility maintenance for athletic events
- Approve and support athletic fundraising and promotions in collaboration with the principal
- Supervise students and spectators during competitions to ensure a safe, respectful environment
- Maintain athletic social media accounts
- Manage the athletic department budget and handle post-event financial procedures

- Purchase athletic equipment in alignment with budget and district needs
- Attend meetings and collaborate with the Athletic Boosters
- Attend Board meetings and provide monthly report
- Fulfill other duties as assigned by the High School Principal or Superintendent

Application Process:

Interested candidates should submit the following via email to:

Ms. April Margaritis, High School Principal

margaritisa@mio.k12.mi.us:

- Letter of interest
- Current resume
- Three letters of reference

Application Deadline: June 12, 2025 or until the position is filled.