



Ascension Catholic Parish

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Interim Volunteer Athletic Director Job Description 2025-2026

Ascension Catholic Parish is seeking an Interim Volunteer Athletic Director for the 2025-2026 school year to oversee and manage the parish's athletic programs, ensuring alignment with Catholic values, promoting student growth, and providing a Christ-centered athletic experience. The Interim Volunteer Athletic Director will recruit and supervise coaches, coordinate logistics with the Athletics Board, and ensure compliance with safety regulations.

Responsibilities

- Oversee and manage the parish's athletic programs as a direct report to the pastor
- Invite collaboration and communication with the CSAA Board, as appropriate
- Ensure alignment with Catholic values
- Promote student growth
- Provide a Christ-centered athletic experience
- Recruit and supervise coaches
- Coordinate logistics
- Ensure compliance with safety regulations

Requirements

- Must pass a background check and complete the Archdiocesan Safe Environment Training
- Must be a parishioner or an employee of parish
- Passionately Catholic and in full communion with the Church
- Bachelor's degree in Education, Sports Management, or related field (preferred, but not required)
- 3-5 years of experience in sports administration or coaching (preferred)
- Strong organizational skills
- Strong leadership skills
- Strong communication skills

Anyone interested in the position should contact Nancy Marx by October 15, 2025, at the Parish Office at 502-451-3860 ext. 116 or at nmarx@ascension-parish.com.