Canadian International School of Hong Kong
香港加拿大國際學校

CURRENT OPENINGS

BUSINESS & OPERATIONS

Director of Athletics

Canadian International School of Hong Kong (CDNIS) is seeking a **Director of Athletics** to lead the strategic development and operation of the school's athletics programme. Reporting to the Head of School and working closely with the Upper School Co-Principals, the Director of Athletics is responsible for the leadership and management of the Athletics department, Aquatics department, Physical Education department and the Afterschool Activities department. The successful candidate will lead athletics programmes and operations, fostering excellence, sportsmanship, student well-being, and community engagement.

Duties & Responsibilities

- Develop and implement a long-term vision and strategic plan that supports student participation, athletic excellence, and programme growth
- Oversee departmental budgets, facilities, resources, staffing, and day-to-day athletic operations
- Lead the planning and delivery of athletic events, leagues, tournaments, transportation, and inter-school competitions, while representing CDNIS within local and international athletic associations, including ISSFHK, SEASAC, and HKSSF
- Recruit, mentor, and support coaches and athletic staff through professional development and performance feedback
- Promote student-athlete development, sportsmanship, participation, leadership, and academic success through a comprehensive athletics programme
- Collaborate with internal and external stakeholders to strengthen communication, community engagement, and the visibility of CDNIS athletics
- Ensure compliance with safeguarding requirements, health and safety standards, risk management protocols, and athletic governing body regulations.

Professional Experience & Qualifications

- Bachelor's degree in Education, Sports Science, Physical Education, or a related field
- Master's degree and/or professional certification in related fields is desirable
- Minimum 5 years' leadership experience in athletics, coaching, sports operations, or programme administration
- Proven experience managing athletic programmes, events, budgets, facilities, and staff
- Strong leadership, communication, organizational, and stakeholder management skills

Interested candidates should email a covering letter, detailed résumé, current and expected salaries, and the names and contact information of three referees to our Human Resources Department at jobs@cdnis.edu.hk.

Safety is Our First Priority
CDNIS is committed to providing a safe and supportive environment for all students. We maintain a zero-tolerance approach to child abuse and mistreatment and are committed to safeguarding and promoting the welfare of children.

As part of our safer recruitment practices, all appointments are subject to satisfactory reference checks and criminal record screening, including a Sexual Conviction Record Check (SCRC) in Hong Kong where applicable.

Personal data collected during the recruitment process will be used for employment purposes only. For further information, please refer to our Child Safeguarding and Privacy Policies.

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