



# ATHLETIC DIRECTOR


WHITEFIELD  

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ACADEMY

(502)239-2509 

[whitefield.org](http://whitefield.org) 

7711 Fegenbush Ln.  
Louisville, KY 40206 

## *Mission Statement*

The mission of Whitefield Academy is to serve Christian families by providing a Christ-centered, Biblically-based education marked by academic excellence and spiritual vitality.

## *Vision Statement*

The vision of Whitefield Academy is to produce powerful and effective student leaders who will impact their world through Biblical thought and action in obedience to the Great Commission (Matthew 28:19-20) and the Great Commandment (Mark 12:30-31).



# About Whitefield Academy

Whitefield Academy, founded in 1976, is a private, Christian, co-educational school located in Louisville, Kentucky. As a ministry of Highview Baptist Church, Whitefield has faithfully served families in the surrounding community for nearly five decades. At the heart of our mission is Kingdom Education—a Christ-centered approach that places the gospel at the core of all teaching and learning.

Today, Whitefield Academy provides PreK–12 education for more than 800 students with the support of 115 full-time faculty members. With a 14:1 student-to-faculty ratio, our students benefit from small class sizes, personalized instruction, and meaningful relationships with credentialed teachers who guide them toward both academic excellence and spiritual maturity.

Whitefield Academy is accredited by the Association of Christian Schools International (ACSI) and Cognia (formerly SACS), is certified by the Kentucky Board of Education through the Kentucky Non-Public Schools Commission.



# Our Commitment, Schools & History



1976

Established as Highview Baptist Christian School (K–8), offering families an evangelistic model of Christian education.

1988

Expanded to include grades 9–12, becoming Highview Baptist School. This growth introduced new opportunities in athletics, music, and drama.

1992

Accreditation was earned through ACSI, SACS, and CITA.

1997

Mission and philosophy were redefined to emphasize a discipleship model of education.

2003

Renamed Whitefield Academy in honor of 18th-century evangelist George Whitefield, while remaining a ministry of Highview Baptist Church.

2025

Whitefield Academy experienced exciting campus improvements, including renovated middle school classrooms, a new library, an updated weight room, and a brand-new playground for our preschool students.



## Academic Excellence & Spiritual Vitality

Whitefield Academy remains dedicated to equipping students to become world-changers through academic excellence and spiritual vitality. We pursue this mission by cultivating strong discipleship, delivering sound academic instruction, and fostering a vibrant Christ-centered community.

## Whitefield Academy Schools



### *Preschool | Laying the Foundation*

Provides a nurturing, Christ-centered environment for children ages 1–4, supporting early growth and a love for learning. Our PreK program is offered at both the Highview Baptist Church Fegenbush & East campuses.



### *Elementary | Engaging Growing Minds*

Focuses on establishing strong spiritual, academic, physical, and skill-based foundations essential for lifelong learning.



### *Middle School | Developing the Whole Person*

Cultivates an environment that promotes spiritual formation, academic advancement, and emotional maturity during a key stage of development.



### *High School | Equipping World-Changers*

Prepares students in grades 9–12 through rigorous academics, real-world learning opportunities, and intentional spiritual development grounded in a biblical worldview.

#### Fegenbush Campus | PreK - 12

7711 Fegenbush Ln. Louisville, KY 40228

#### East Campus | PreK Only

15201 Shelbyville Rd. Louisville, KY 40228

# ***Wildcat Athletics***



***WHITEFIELD ACADEMY ATHLETICS IS COMMITTED TO THE DEVELOPMENT OF CHRISTIAN, STUDENT-ATHLETES. CHRIST-CENTERED IN EVERY RESPECT, THE ATHLETIC PROGRAM IS A VITAL PART OF THE TOTAL EDUCATIONAL EXPERIENCE.***

The athletics programs at Whitefield Academy serves to meet the needs of our students as they grow intellectually, physically and spiritually. Students, as they enjoy athletic opportunities, learn skills and habits of physical activity that contribute to lifelong vitality.

The program emphasizes fundamentals of sportsmanship and athletic skill that relate to team spirit, confidence and enjoyment of team activities and relationships.

In scheduling practices and competitions, the athletic program considers the distinctive development and scheduling needs of the elementary, middle and upper school student. Participants are regarded not only as athletes, but as student-athletes. Therefore primary consideration is given to their academic schedules as they are held to high standards of excellence; both on and off the playing field.



# Athletic Programs Offered at Whitefield

- Archery | Boys & Girls
- Baseball | Boys
- Basketball | Boys & Girls
- Cheerleading | Girls
- Cross Country | Boys & Girls
- Golf | Boys & Girls
- Soccer | Boys & Girls
- Softball | Girls
- Swimming | Boys & Girls
- Tennis | Boys & Girls
- Track | Boys & Girls
- Volleyball | Girls



## Athletic Director Position Overview

### ➔ *Goal*

Provide Christian leadership of all athletic programming of the school, ensuring a safe, competitive, cooperative, and nurturing environment wherein students are encouraged to develop life-long habits of team-work, excellence, and service.

### ➔ *Job Type*

Support Staff

### ➔ *Reports to*

Head of School

### ➔ *Supervises*

Assistant Athletic Director, Athletic Secretary, Coaches, & Volunteers

### ➔ *Evaluation*

Performance will be annually evaluated in accordance with the provisions of the policy on Evaluation of Professional Personnel and this job description. Details are found in the Employment Handbook.

# Essential Functions of Athletic Director



## *Spiritual*

1. Give clear testimony to being a born-again Christian. His/her lifestyle will evidence this fact, including an ongoing walk with the Lord, and pattern of spiritual growth (Romans 10:9-10; 1 Timothy 4:12).
2. Demonstrate in precept and example the articles of faith as outlined in the Statement of Faith found in the Employee Handbook (1 Corinthians 2:13; Colossians 2:8).
3. Demonstrate in precept and example the qualities of the Living Curriculum as found in the Employee Handbook. This includes being committed to God's Biblical standards for sexual conduct (Luke 6:40).
4. Be capable, willing and ready to share the Gospel of Jesus Christ with students and families as opportunity provides promoting the acceptance of God's gift of salvation through Jesus Christ our Lord and savior.
5. Be a member in good standing at a local, evangelical church which has a Statement of Faith in agreement with the school's Statement of Faith (Hebrews 10:24-25; Colossians 1:24; 1 Corinthians 12:12).

## *Professional*

1. Follow the Matthew 18 principal in dealing with teachers, students, parents, administration, and staff (Matthew 18:15-18).
2. Recognize the role of parents as primarily responsible before God for their children's education and be prepared to assist them in that task.
3. Demonstrate by precept and example support of the entire school ministry. This includes but is not limited to promoting the school publicly by speaking positively about its programs, personnel and constituents and by praying for students, fellow teachers, administration and support staff.
4. Demonstrate the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality.
5. Maintain a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy.
6. Refuse use or circulate confidential information inappropriately.
7. Utilize educational opportunities and evaluation processes for professional growth.
8. Be punctual in attendance and an active participant in scheduled devotions, committee meetings, faculty meetings, Parent Teacher Conferences and other schedule meetings.
9. Know the procedures for dealing with issues of an emergency nature.
10. Contribute to the general improvement of the school program by being willing to assist office personnel and other staff as needed.
11. Develop and maintain rapport with students, teachers, parents, and staff to promote a positive learning environment.
12. Recognize the need for good public relations. Represent the school in a favorable and professional manner to the constituency and public. Demonstrate an appreciation and understanding of the uniqueness of the local community.



# Essential Functions of Athletic Director

## *Administrative*

1. Carry out the mandates of school policy as articulated by the Head of School.
2. Work cooperatively with the school administration regarding school calendar and scheduling all athletic activities.
3. Maintain high competence in the use of office technology.
4. Develops and publishes annually the Whitefield Academy Wildcat Athletic Handbook.
5. Works with the Head of School and Divisional Principals in assigning coaching duties, communicating to the Finance Director necessary information to process contracts and stipends.
6. Develop each sport so as to present excellence in athletics. This includes, but is not limited to, developing coaching skills, athletes, training opportunities, arenas to practice sport, and presentation of the athlete (uniforms, equipment, etc.).
7. Works with the Athletic Secretary in confirming logistics for competition, including but not limited to securing of officials, admission and concessions preparations, and ordering of necessary equipment.
8. Be the designated representative between the school and the KHSAA and is responsible for ensuring the standards demanded by the governing board (i.e. Title IX). Further, the AD will advise the Head of School on any major rulings in the KHSAA that do affect or could affect the school adversely.
9. Collaborate with the Highview Baptist facilities staff to prepare gym, fields, and facilities for games and provide for the safety of athletes, coaches, visiting teams, and fans for all home competitions.
10. Prepare and manage all aspects of the Athletic budget.
11. Coordinate with the Head of School in efforts to raise all money necessary to run and manage the athletic department.
12. Monitor and provide coaching educational opportunities as determined by the Kentucky High School Athletic Association and Whitefield Academy administration.
13. Coordinate volunteers to help with various assistant coaching positions and game workers.
14. Oversee groups designated to assist in developing the Whitefield Athletics program such as the Whitefield Academy Athletics Booster Club and the Whitefield Academy Advisory Board.





# Living in Louisville

## A City That Feels Like Home

Located along the Ohio River, Louisville is a vibrant and welcoming city that blends Southern charm with modern innovation. Known for its friendly community, affordable cost of living, and thriving cultural scene, Louisville consistently ranks among the best mid-sized cities in America to live and work.

### A Great Place for Families

Outdoor enthusiasts appreciate Louisville's extensive parks system designed by Frederick Law Olmsted, with trails, golf courses, and green spaces throughout the city. Families enjoy safe neighborhoods, strong community values, and a rich network of churches and schools that support faith-based living.

### Rooted in Community

Whether exploring historic neighborhoods, attending a local festival, or serving in one of Louisville's many ministries, newcomers quickly discover why Louisville is a city where family and community thrive.

## ➞ Things to Do

- **Kentucky Derby** – The world-famous horse race and festival held each May.
- **St. James Court Art Show** – Annual arts and crafts festival in historic Old Louisville.
- **Louisville Slugger Museum & Factory** – Explore the history of the iconic baseball bat.
- **Waterfront Park** – Scenic riverfront park with walking trails, playgrounds, and event spaces.
- **Big Four Bridge** – Pedestrian and bike bridge connecting Louisville to Jeffersonville, IN.
- **Louisville Mega Cavern** – Unique underground adventure park with zip-lining and obstacle courses.
- **Botanical Gardens & Parks** – Beautiful outdoor spaces for family-friendly recreation.





# Join the Whitefield Community

📞 (502)239-2509

🌐 [whitefield.org](http://whitefield.org)

✉ [employment@whitefield.org](mailto:employment@whitefield.org)

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## ***AT WHITEFIELD ACADEMY, EDUCATION IS MORE THAN ACADEMICS — IT'S A CALLING.***

We are passionate about partnering with Christian families to equip students to become world-changers for Christ through academic excellence, spiritual growth, and intentional discipleship.

If you feel called to invest your gifts and talents in a Christ-centered learning environment, we invite you to prayerfully consider joining our team.

## How to Apply

- ➞ Scan the QR code or visit [whitefield.org/discover/employment](http://whitefield.org/discover/employment) to fill out an employment application.
- ➞ Send your resume to [employment@whitefield.org](mailto:employment@whitefield.org).

