



## **Part-Time Middle School Robotics Head Coach**

### **Summary:**

The Brentwood Academy Middle School Robotics Head Coach works in close collaboration with the Robotics Program Director to lead and support the middle school robotics teams. Team practices are held after school four days per week from 3:30–5:00 PM. The Head Coach also accompanies and leads teams at local and regional competitions, which may include evenings and weekends.

### **Responsibilities:**

- Advise, mentor and support middle school students (7th grade – 8th grade) for the VEX IQ Robotics competition season
- Maintain a joyful, developmental, and experiential environment with an emphasis on the engineering design process and the self-directed learning of students
- Manage all aspects of local and regional competitions for the teams
- Supervise daily operations of the robotics work area including inventory management
- Communicate robotics part orders to the Program Director
- Record student attendance
- Teach & ensure compliance with safety procedures and proper use of equipment
- Maintain a clean robotics work area
- Maintain parent communication
- Coordinate team tryouts
- Manage middle school robotics coaching staff including schedules and tournament attendance
- Manage student surveys including interest forms and tournament attendance
- Recruit middle school students to the robotics program
- Coordinate fun team building activities for students and coaches
- Plan and communicate robotics travel for local and regional events
- Coordinate middle school student cleanup post tournaments
- Coordinate meals for students at tournaments
- Monitor student grades for tournament attendance
- Complete notebook checks and communicate results with high school coaches
- Work closely with the high school robotics coaches to create a more collaborative relationship and ensure consistency between the upper school and middle school robotics programs
- Schedule and communicate when parent meetings are needed

**Qualifications/Experience:**

- Bachelor's degree preferred (engineering, education, computer science, or related field); equivalent experience considered
- Experience with VEX IQ Robotics or similar competitive robotics programs strongly preferred
- Demonstrated knowledge of the engineering design process and hands-on STEM learning
- Experience managing teams, schedules, and competitions
- Availability to work after school hours and attend evening and weekend competitions
- Affirm the Brentwood Academy Statement of Faith

**Skills/Abilities:**

- Strong leadership and organizational skills with the ability to manage multiple teams, events, and priorities simultaneously
- Effective communication skills with students, parents, coaches, and administrators
- Ability to mentor students in problem-solving, teamwork, and self-directed learning
- Ability to collaborate effectively with the Robotics Program Director
- Enthusiasm for student engagement, team building, and school community involvement

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The majority of work will be performed in an office environment. The employee must be able to sit for extended periods while using a computer and keyboard and have sufficient mobility to move throughout the campus, including climbing stairs.

**Characteristics of A Brentwood Academy Employee:**

Brentwood Academy faculty and staff members are passionate learners and leaders. We exemplify Christ, see each student as unique and valuable, and intentionally occupy the intersection of our subject matter and how God has made us – body, mind, and spirit. Brentwood Academy implements well-planned student learning through a biblical worldview by employing a wide variety of instructional activities in response to students' varying needs and interests. We provide a rigorous curriculum and foster a deeply supportive academic environment for students to grow through developmentally appropriate learning experiences.