

**MOSCOW SCHOOL DISTRICT NO. 281**  
650 N. Cleveland Moscow, Idaho 83843-3659 [www.msd281.org](http://www.msd281.org)  
Human Resource Office (208) 892-1126, District Office (208) 882-1120, FAX (208) 883-4440

**ANNOUNCEMENT OF VACANCY - NON-CONTRACT AT-WILL POSITION**

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| <b>POSITION</b>        | <b>INTERIM ACTIVITIES SUPERVISOR - MOSCOW MIDDLE SCHOOL</b><br><i>Full-time, Classified Exempt, 205 days/year</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>STARTING DATE</b>   | As soon as possible.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>SALARY RANGE</b>    | \$46,681 - \$51,463<br><i>Salary dependent upon education and experience.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>JOB DESCRIPTION</b> | Assist the Activities Director in coordinating the interscholastic athletic program for the middle school and assisting with components of the high school athletic program. Duties for the middle school include but are not limited to: providing leadership, supervision, and organization of the interscholastic athletic program; assist in maintaining athletic handbooks; attending middle level league Activities Director/Principal meetings; planning athletic schedules for the middle school in conjunction with the Activities Director; interviewing and recommending personnel hires for athletic programs to the Activities Director; supervising all aspects of management of athletic events; arranging for officials; arranging for all transportation; maintaining good communication between middle and high school athletic programs. This position requires flexible work hours including evenings and weekends. This position is a temporary appointment through the conclusion of the 2025–2026 school year. The position will be reopened in June 2026, at which time interested applicants may reapply. |
| <b>QUALIFICATIONS</b>  | <ol style="list-style-type: none"><li>1. Experience: in the development and supervision of extracurricular activities. Field experience including coaching, physical education, and event management desired.</li><li>2. Skills: Proficient in positive interpersonal, collaboration, and organizational skills including professional written and oral communications, technical language related to this position; learning, reasoning, and making judgements.</li><li>3. Ability to work independently.</li><li>4. Ability to adjust to flexible work assignments, including night activities.</li><li>5. A valid driver's license is required if the employee operates a district vehicle.</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>CLOSING DATE</b>    | <b>Open until filled.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**Apply online [www.msd281.org](http://www.msd281.org)**

Candidate hired will be required to submit proof of identity and employment eligibility. **A criminal history check including fingerprinting is required at the employee's expense.**

**AN EQUAL OPPORTUNITY EMPLOYER-EDUCATOR**

The Moscow School District does not discriminate against any individual in the United States on the basis of race, color, religion, sex (including pregnancy, childbirth and related medical conditions, physical characteristics, sex stereotyping, transgender status, and gender identity), marital status, national origin (including limited English proficiency), socioeconomic status, age, disability, or political affiliation or belief.