



**POSTING**  
**(internal/external)**  
**June 5, 2026**

- POSITION:** ASSISTANT COACH - VARSITY FOOTBALL  
(August through November)
- QUALIFICATIONS/  
RESPONSIBILITIES:**
- Previous coaching experience in football
  - Assist and assume tasks as delegated by the Varsity Coach with operations of the Manistee High School varsity football program.
  - Assist with practices, contests, games, travel, supervision, out-of- season conditioning, parent communications, media, etc.
- REQUIREMENTS:**
- First Aid, CPR, and AED training & certification required
  - Annual Bloodborne Pathogen training (provided)
  - MHSAA Annual Coaches Online training (Football)
- PREFERRED/RECOMMENDED:** Coaches Advancement Program (CAP) training Level I to start
- PAY/BENEFITS:** Per contract
- EXPIRATION DATE:** Until filled
- TO APPLY:** Internal: Email of interest
- External: Application and letter of interest  
Traci Joseph  
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*District Policy: Nondiscrimination on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in all activities and employment.*

## APPLICATION FORM

\_\_\_\_\_  
POSITION APPLYING FOR

\_\_\_\_\_  
DATE OF APPLICATION

NAME: \_\_\_\_\_

\_\_\_\_\_  
MAILING ADDRESS: Number / Street / Road

\_\_\_\_\_  
Apt. # or P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP CODE

\_\_\_\_\_  
Home Telephone #

\_\_\_\_\_  
Cell Phone #

\_\_\_\_\_  
Email Address

ARE YOU PRESENTLY EMPLOYED? \_\_\_\_\_ PRESENT/LAST SALARY \_\_\_\_\_  
(hrly/wkly/yrly)

ARE YOU CURRENTLY UNDER CONTRACT?  YES  NO

If "Yes," WHEN DOES IT EXPIRE? \_\_\_\_\_

ARE YOU A U.S. CITIZEN? \_\_\_\_\_ YES \_\_\_\_\_ NO

CURRENT EMPLOYER: \_\_\_\_\_

ADDRESS/CURRENT EMPLOYER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE #: \_\_\_\_\_

MAY YOUR PRESENT EMPLOYER BE CONTACTED?  Yes  No

WHEN WOULD YOU BE AVAILABLE FOR A PERSONAL INTERVIEW? \_\_\_\_\_

### WORK EXPERIENCE:

Name/Address of Employer	Supervisor's Name & Phone Number	OK to contact? (yes/no)	Nature of Work	Employment Dates From - To	Reason for Leaving

### EDUCATION AND PROFESSIONAL TRAINING:

List High Schools, Colleges/ Technology School &/or Universities Attended	Location	Years Attended or Graduated & Degrees Received	Area of Study

ARE YOU PRESENTLY WORKING TOWARD A HIGHER DEGREE?  YES  NO  
IF "YES," WHAT IS YOUR EXPECTED COMPLETION DATE AND DEGREE EXPECTED? \_\_\_\_\_

**REFERENCES:**

NAME	POSITION TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS

**EXPERIENCE WORKING WITH STUDENTS:** List experiences you have had working with young people, i.e., scout work, summer camps, etc.

HAVE YOU EVER BEEN CONVICTED OF A **FELONY**? \_\_\_\_\_ YES \_\_\_\_\_ NO  
IF "YES," INDICATE THE TYPE OF CONVICTION, DATE, AND COURT WHERE THE CONVICTION OCCURRED:

HAVE YOU EVER BEEN CONVICTED OF A **MISDEMEANOR** (excluding a minor traffic offense)? \_\_\_\_\_ YES \_\_\_\_\_ NO (Note: Conviction record will not necessarily be a bar to employment.)

I hereby consent that any former or current employer, whether named in this application or not, may release all employment records of the applicant to the District. I also consent to a physical and drug test as part of the screening process. I understand I must undergo a Criminal History Record Check.

I hereby authorize the District to inquire and verify any information contained on this application for employment, and the District shall not be liable for any damages which may result from such inquiry or verification. I understand that making any misleading or untruthful statement on this application may result in my dismissal. If accepted for employment, I understand that this application will become a permanent part of my personnel records.

I further agree to comply with all rules, regulations, and policies of Manistee Area Public Schools and agree that my employment status is "at will" and, thus, I may be terminated for cause or no cause at any time, and I may terminate my employment at any time for any reason. Upon my termination, I authorize the release of reference information regarding my work history with Manistee Area Public Schools."

\_\_\_\_\_  
**Signature (Full Name)**

\_\_\_\_\_  
**Date**

*In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, or the presence of a non-job-related medical condition or handicap.*