



**Co-Director of Speech and Debate
The Potomac School– McLean, VA
August 2024**

The Potomac School seeks a dynamic and experienced Co-Director of Speech & Debate/Upper School Teacher to join our vibrant community. The successful candidate will play a pivotal role in leading our highly decorated Speech and Debate program while also teaching in the Upper School. With assistance from assistant coaches and the co-director, this role is responsible for coaching students and providing leadership to the overall speech and debate program.

Responsibilities:

- Coach daily after school, providing guidance and mentorship to students in the Speech & Debate program.
- Travel and oversee student participation in tournaments, which generally includes overnight travel once a month to maintain a competitive program.
- Manage tournament entries efficiently using platforms such as tabroom.com and speechwire.com.
- Provide administrative support for the program, including coordinating practice schedules, tournament registration, travel planning, and student billing.
- Oversee and train assistant coaches to ensure the continued success and growth of the program.
- Teach assigned Upper School classes, including one on communication and one related to entrepreneurship, finance, and economics. Course specifics will be determined based on the candidate's background and expertise.
- Teach at least one speech/debate class each season in the Intermediate or Middle School as part of the Extended Time Classroom (ETC) after-school program.
- Actively participate in the recruiting process for new students to the Speech and Debate team, fostering a diverse and inclusive environment.
- Provide coaching and support to students as needed, contributing to their holistic development and well-being.

Qualifications:

- A bachelor's degree in Education, Communication, or a related field is required.
- Experience in both teaching and Speech & Debate coaching at the high school level.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates

The Search Group

200 High Street, Suite 610, Boston, MA 02110

T 617.542.0260 · F 617.933.3426

search@carneysandoe.com · carneysandoe.com

- Experience as either a head or assistant coach in high school Speech and debate is required, preferably with a program that regularly competes in national competitions in Public Forum and World Schools Debate, plus in all Speech events with an emphasis on extemporaneous speaking.
- Familiarity with national debate leagues such as NSDA, TOC, and NCFL preferred.
- Proficiency in using online debate tournament platforms like Tabroom and Speechwire with tabbing experience is needed.
- Candidates should have excellent communication, organizational, and leadership skills.
- Candidates must be able to work collaboratively with colleagues, students, and families.
- Additional Information:
- This is a full-time position with competitive compensation and benefits.
- Travel to weekend tournaments is required throughout the academic year.
- Potomac School offers a one week long non-residential summer camp in speech and separately in debate.

In striving to fulfill its mission, The Potomac School seeks many different voices, viewpoints, and backgrounds. We recognize that differences are a source of strength, and we know that everyone is enriched when each person's contributions and perspectives are valued.

For more information about the school and the position, click here: [Co-Director of Speech and Debate - The Potomac School](#)

To Apply:

Interested and qualified candidates should submit electronically, and as separate documents, the following materials:

1. *Current resume, including phone number and email address*
2. *Cover letter stating interest in and qualifications for the position*

To Kate Janover (kate.janover@carneysandoe.com). Please do not contact the school directly.



**Carney
Sandoe**
& ASSOCIATES

Carney, Sandoe & Associates
The Search Group
200 High Street, Suite 610, Boston, MA 02110
T 617.542.0260 · F 617.933.3426
search@carneysandoe.com · carneysandoe.com