



PRETORIA BOYS HIGH SCHOOL

125 YEARS OF EXCELLENCE

251 Roper Street, Brooklyn, 0181 • PO Box 11790, Hatfield, 0028 • Telephone: (012) 460 2246
www.boyshigh.com Email: info@boyshigh.com

DIRECTOR OF ATHLETICS AND CROSS COUNTRY

Appointment Date: 1 January 2027

Pretoria Boys High School, one of South Africa's leading boys' schools with a proud tradition of sporting excellence, invites applications for the position of Director of Athletics and Cross Country.

Athletics has always formed an integral part of the sporting culture of Pretoria Boys High School. The school enjoys a proud history of producing provincial and national athletes while maintaining strong participation across all age groups. We are seeking to appoint an exceptional individual to provide visionary leadership and continue building one of the country's premier school athletics programmes.

This appointment presents an outstanding opportunity for a dynamic leader who is passionate about athlete development, high-performance coaching and the management of a large and successful school athletics programme.

The successful candidate will work closely with the Deputy Headmaster: Sport, the Sports Department and our coaching staff to further strengthen Athletics and Cross Country at Pretoria Boys High School.

Purpose of the Role

The Director of Athletics and Cross Country will provide strategic leadership, coaching oversight and operational management of all Athletics and Cross Country activities at Pretoria Boys High School.

The successful candidate will be responsible for developing athletes across all age groups, managing the operational requirements of the programme and fostering a culture of excellence, discipline and participation.

Strategic Leadership

- Provide strategic direction for the Athletics and Cross Country programme.
- Develop and implement a long-term vision for Athletics at Pretoria Boys High School.
- Build a sustainable athlete development pathway from junior age groups through to senior competition.
- Work closely with the Deputy Headmaster: Sport to ensure continued growth of the programme.

Coaching and Athlete Development

- Coach within the programme (ASA Level 3 qualification preferred).
- Oversee and mentor all athletics and cross country coaches.
- Recruit, appoint and manage external specialist coaches.

- Develop athletes capable of competing at provincial and national level.
- Work closely with the Strength and Conditioning Department to maximise athlete performance.
- Assist with identifying and recruiting talented young athletes into the school.

Programme Management

- Coordinate the annual Athletics and Cross Country calendar.
- Organise all training programmes and competition schedules.
- Enter athletes into competitions and ensure appropriate registration with clubs and governing bodies.
- Arrange tours, transport, accommodation and all associated logistics.
- Transport athletes to events (a valid PDP will be advantageous and may be required).
- Maintain attendance registers and athlete records.

Events and Competition Management

- Plan and manage all home athletics meetings and cross country events.
- Prepare track and field venues for competitions.
- Design and mark Cross Country race routes.
- Arrange officials and volunteers for hosted events.
- Procure all required equipment for competitions.
- Capture and publish Athletics and Cross Country results.

Administration and Financial Management

- Manage the Athletics and Cross Country budget.
- Assist with fundraising initiatives.
- Procure and maintain all Athletics equipment.
- Maintain programme records, trophies, honours boards and historical statistics.
- Manage Colours awards and other recognition programmes.
- Prepare annual reports for publication.

Communication and Marketing

- Maintain effective communication with athletes, parents and staff.
- Promote the programme through social media by sharing results, photographs and achievements.
- Build strong relationships with Athletics South Africa, provincial structures and other leading schools.

Candidate Profile

- Be passionate about Athletics and Cross Country.
- Demonstrate proven leadership of a successful Athletics programme.
- Possess excellent coaching, organisational and communication skills.
- Be capable of managing both high-performance athletes and broad participation.
- Display outstanding administrative and financial management abilities.

- Thrive in a busy school environment.

Minimum Requirements

- Relevant coaching qualifications (ASA Level 3 preferred).
- Proven experience coaching Athletics and/or Cross Country.
- Experience managing a school or club Athletics programme.
- Strong organisational, financial and administrative skills.
- Valid driver's licence (PDP advantageous).
- Experience working within a school environment will be advantageous.

Position Requirements

- Morning and afternoon training sessions.
- Weekend competitions and fixtures.
- Attendance at Athletics meetings and Cross Country events.
- Holiday tours and training camps where required.
- Evening and weekend commitments during the Athletics season.

Application Process

Interested candidates should submit:

- A comprehensive Curriculum Vitae.
- A covering letter outlining their vision for Athletics and Cross Country at Pretoria Boys High School.
- Copies of relevant coaching qualifications.
- A minimum of three contactable professional references.

Applications should be directed to:

Mr Chris Oldnall
Deputy Headmaster: Sport
Pretoria Boys High School

Email: coldnall@boyshigh.com

Closing date: Monday, 31 August 2026 at 12:00

Should applicants not receive feedback within three weeks of the closing date, they may consider their application unsuccessful.

Pretoria Boys High School reserves the right not to make an appointment should no suitable candidate be identified.