



Position Title: Robotics Director (K-12)

Location: Dayton Christian School, Miamisburg, OH

Program Focus: FIRST LEGO League Explore (Elementary), Challenge (Middle), and FIRST Tech Challenge (High)

Position Type: Extracurricular / Volunteer

Position Overview:

Dayton Christian School is seeking a passionate, organized, and energetic **Robotics Director** to oversee and grow its K–12 extracurricular robotics program. This position will lead the implementation and expansion of FIRST programs, including **FIRST LEGO League Explore, FLL Challenge, and FIRST Tech Challenge**. The director will manage robotics initiatives across elementary, middle, and high school levels, ensuring that all students have access to meaningful, hands-on STEM learning experiences.

Key Responsibilities:

- **Program Development & Oversight**
 - Oversee and manage robotics teams across grades K–12, including FLL Explore, FLL Challenge, and FTC programs.
 - Develop an inclusive and inspiring robotics culture that encourages creativity, critical thinking, and teamwork.
 - Maintain alignment of program goals with school STEM initiatives.
- **Team & Coach Recruitment**
 - Recruit and support student participants across all grade levels.
 - Identify, recruit, train, and support volunteer coaches and mentors.
 - Coordinate required onboarding steps for coaches (background checks, access, etc.).
- **Event Planning & Coordination**
 - Organize local scrimmages, information sessions, and competition logistics.
 - Register teams with FIRST and ensure compliance with all program requirements.
- **Administrative & Technical Management**
 - Coordinate equipment and IT needs across schools (including computers, robotics kits, tools, and materials).
 - Oversee equipment storage, maintenance, and purchasing.
 - Manage team budgets, grant applications, and fundraising activities.
- **Communication & Liaison Duties**
 - Act as the primary liaison between teams, school administrators, parents, and FIRST representatives.
 - Ensure timely communication and coordination of schedules, permissions, and space access (e.g., keys, room reservations).

Qualifications:

- Demonstrated passion for robotics, technology, and STEM education.
- Strong leadership and organizational skills; ability to manage multiple teams and tasks.
- Excellent communication and interpersonal abilities.
- Prior experience with FIRST programs or robotics competitions preferred (but not required).
- Experience working with students and volunteers in an educational setting.
- Ability to work flexible hours, including evenings and weekends during competition seasons.
- Background in STEM, education, coaching, or related fields preferred.

Preferred Skills:

- Familiarity with LEGO robotics kits, REV robotics systems, or similar platforms.
- Grant writing or fundraising experience.
- Basic technical troubleshooting and equipment management.
- Ability to inspire and mentor students across a broad range of ages and experience levels.

Compensation & Term:

- Year-round position, with seasonal peaks during competition prep and events.
 - Volunteer position.
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