



## **Position Description Assistant Softball Coach**

### **Mission Statement**

Oakland Catholic High School is a Christ-centered, college preparatory school for young women of diverse backgrounds. The Oakland Catholic community is committed to an environment that promotes spiritual formation, excellence in education, a wide range of activities and athletics, and service to others. Formed under the patronage of St. Joan of Arc, Oakland Catholic is dedicated to teaching young women to lead lives of faith, courage and commitment as they lay the foundation for their future as responsible and respected global leaders.

### **Assistant Coach Position Overview**

The Assistant Softball Coach is responsible for: teaching and developing all basic skill building for our student-athletes, helping the Head Coach create plays and appropriately suggest effective play calling during games, teaching the rules of the game, and assist in any delegated tasks. Assistant Coaches should display strong communication, motivational, and organizational skills. They should harbor exemplary abilities in team-building and working in a collaborative environment. They should also be able to contribute to achieving the same goals set by the Head Coach, with your collaborative efforts.

**Reports to:** Head Coach and Athletic Director of Oakland Catholic High School; works with the other support staff on major coaching decisions and communication to the team.

**Status:** Stipend, at-will-position

### **Qualifications & Responsibilities**

- Possesses and maintains a moral character that is in congruence with the expectations of the Oakland Catholic High School Board and Administration.
- Working with coaching staff to develop appropriate and teachable routines, and maintain the Christian message;
- Commit to the personal development of each athlete and assess their prospect to being recruited at the next level;
- Helping students develop a competitive nature, teach them about ethical behavior and good sportsmanship, and assist in the development of leadership skills;
- Understanding rules and regulations governing high school and collegiate sports, as well as, knowledge of training and conditioning techniques and the ability to diagnose player deficiencies and prescribe corrective activities;
- Have your Concussion and Cardiac Arrest, Coaching Principles and First Aid training certificates current, as well as all clearances with the diocese and state.

## **Other Duties**

- Follow directives from the Head coach on practice plans and communicate effectively with student athletes, parents, Athletic Department, and office administration;
- Open to assisting the Head coach in meetings with players, parents, and coaching support staff to discuss athletic improvement, collegiate participation, etc.;
- Attend four (4) coaches discussion roundtables, one (1) Play Like A Champion training, and complete, and post, your Coaching Principles and First Aid training in accordance with the PIAA guidelines.

## **Position Requirements**

- Previous coaching experience and collegiate and/or professional-level participation recommended;
- Self-starter/self-motivated, well organized, detail oriented;
- Excellent people skills, effective writing, organizational and communication skills are required;
- Ability to adhere to regulations, standards, clearances, and rules set by PIAA, State of Pennsylvania, Diocese of Pittsburgh, Athletic Department, and School Administration;
- Understands aspects of health, exercise science and physical education;
- Respect for diversity in athletes; ability to inspire and motivate through different approaches and methods;
- May require some evening, weekend, and overnight travel duties for competition, tournaments, and events;
- Other duties as assigned by head coach and/or athletic director.

Send cover letter, credentials, and three names of references with email addresses and phone numbers to Dr. Karen Hall, Athletic Director at [khall@oaklandcatholic.org](mailto:khall@oaklandcatholic.org)

