

NORTH SCOTT COMMUNITY SCHOOL DISTRICT

TITLE: Junior High Athletic Head Coach

QUALIFICATIONS:

Requires the following (or equivalent qualifications). This is a generalized position description. Specific duties and responsibilities vary, depending upon the assigned duty.

1. High School Diploma
2. Possession of a valid State of Iowa Coach Endorsement or Approval
3. Excellent communication, public relations and organizational skills
4. Demonstrated knowledge of, interest in, and aptitude for coaching the specific athletic area.
5. Must have or be willing to obtain Category I- Bloodborne Pathogen Training and Child Abuse Training.
6. Excellent human relations and verbal communication skills. Ability to relate positively with staff, parents, and students. Knowledge of specific activity.
7. Continuous speaking, hearing, and visual effort. Frequent standing, walking, and sitting. Occasional climbing, lifting, and carrying up to 75 lbs. Close mental and visual attention. Work involves some irregularities and difficulties, repetitive and various tasks. Continued general concentration.
8. Working conditions vary-may include working indoors and outdoors in various types of Weather conditions. Occasionally exposed to dust, noise, odors, and other irritants. Stress associated with pressure of coaching. Work may involve irregular long hours and days. Some travel required. Exposed to the hazards of the road when traveling.

REPORTS TO: Principal/Athletic Director

SUPERVISES: Supervises assistant coaches (if applicable) and student athletes at all times. Supervision starts at the end of the school day and ends when students are picked up. Supervision includes bus trips and out of town events.

JOB GOAL: To help each participating student achieve a higher level of skill, an appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem. To contribute to the success of specific athletic program from the seventh through the twelfth grade.

PERFORMANCE RESPONSIBILITIES:

1. Maintain strict confidentiality.
2. Under the direction of the NSHS Head Athletic Coach, coach and teach individual participants the skills, discipline and sportsmanlike behavior necessary for participation and achievement in the specific athletic activity.
3. Schedule practices and accompany participants to athletic contests ensuring proper conduct and grooming. Responsible for student athletes going to and coming from an event- (Take Roll).
4. Ensure participants meet eligibility guidelines and have physical examinations, proof of insurance, and handbook.

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- 5. Issue, maintain, repair, store, and check equipment.
- 6. Attend coaches meetings, annual rules meetings, awards and honorary banquets, and parties.
- 7. Enforce training rules.
- 8. Ensure injury and insurance reports are properly filed.
- 9. Maintain an awareness of an ensure compliance with state rules and regulations and district policies relating to the specific activity.
- 10. Work with the principal and AD in scheduling interscholastic contests, transportation requests, and participant dismissal times.
- 11. Perform public relation functions such as developing student interest in the athletic program, cooperating with media, reporting scores to the media, communicating with parents, and cooperating with other coaches. All media releases need to be run by the A.D. or Principal before submitting them.
- 12. Keep principal/activities director apprised of developments that would influence the building climate.
- 13. The coach will maximize the safety of all students.
- 14. Perform other duties as assigned.

TERMS OF EMPLOYMENT: Length of Season

EVALUATION: Performance of the job will be evaluated in accordance with Provisions of the Board’s Policy and master contract.

Approved by: _____ Date: _____

Reviewed and agreed to by _____ Date: _____
(Incumbent)

3/18/03