

# VACANCY NOTICE

PLEASE POST  
2/1/2023

**Positions..... High School Girls Head Tennis Coach**

**Effective Date..... 2022-2023 School Year**

**Education..... High School Diploma**

**Salary..... Based on Experience**

## **Primary Function**

- Work closely with the athletic director and principal in scheduling intramural and interscholastic contests.
- Plan, schedule and attend a regular program of practice, is season.
- Maintain necessary attendance forms, insurance records, and similar paperwork.
- Recommend purchase of equipment, supplies and uniforms, as appropriate.
- Oversee the safety conditions of the facilities or areas in which assigned sport is conducted, at all times that students are present.
- Establish performance criteria for eligibility in interscholastic competition.
- Help students achieve greatest possible understanding of themselves and their worthiness as a member of society.
- Help students achieve habits and attitudes associated with responsible citizenship.
- Help students achieve a positive attitude toward the whole learning process.
- Coach individual participants in the skills necessary for excellent achievement in the sport involved.
- Enforce disciplined and sportsmanlike behavior at all times, and establish and oversee penalties for breach of such standards by individual students.

## **Job Qualifications**

- Appropriate criminal history documentation.
- Ability to speak and hear on telephone.
- Able to enter all building and field areas for the purpose of observation and supervision of student athletes.
- Able to communicate verbally.
- Able to communicate in writing.
- Able to move between and among buildings.

**Deadline for applying..... February 10, 2023 or until filled**

**Send letter of interest to .....** Rita Haddock, Personnel Office  
4851 N. Twin Valley Rd.  
Elverson, PA 19520

**E-Mail.....** [rihaddock@tvsd.org](mailto:rihaddock@tvsd.org) or [ttmlinson@tvsd.org](mailto:ttmlinson@tvsd.org)

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