

CUMBERLAND REGIONAL SCHOOL DISTRICT**JOB DESCRIPTION****VOLUNTEER COACH****JOB GOAL**

To assist the paid coaching staff and enhance the athletic program for students.

QUALIFICATIONS

1. Minimum of New Jersey Teaching Certificate or County Substitute Teaching Certificate.
2. Training or experience in related sport/program is desirable and encouraged.
3. Desire to work with student-athletes.
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

REQUIREMENTS

1. Must submit a resume with references and two (2) letters of recommendation.
2. Must be recommended by the head coach to the administration, setting forth information in writing which the head coach believes supports the recommendation.
3. Must have a satisfactory criminal history record check, including fingerprint test. Applicant shall initially bear the cost of the Criminal History Review, but the Board of Education will reimburse the applicant once receipt is submitted.
4. Must submit to and pass a tuberculin test (TB) test in accordance with N.J.A.C. 6:29-2.3.
5. Must complete NFHS Fundamentals of Coaching Course within 120 days of hire as required by NJSIAA.
6. Must hold or obtain current certificates in CPR/AED, Concussion Awareness and Heat Acclimatization Awareness and Wellness” within the timelines established by NJSIAA.
7. Must execute district’s Expectations Form and Liability Waiver Form.
8. Must be approved by a recorded majority vote of the full Board each season.

DUTIES/RESPONSIBILITIES

1. Assist the paid coaches during practice and games.
2. Actively engage in the delivery of coaching activities to individuals and/or small groups under the direct supervision of the head and/or assistant coaches, hired by the Board.
3. Confer with coaches regarding game and practice planning and implementation.
4. Provide other services as requested that will be conducive to providing support for coaches and in compliance with NJSIAA regulations.
5. Alert the head coach to any problems or situations regarding an individual student athlete.
6. Conduct self and athletes in an ethical and sportsmanlike manner during practices and contests.
7. Maintain confidentiality of information about student athletes.
8. Make every effort to cooperate and work with other coaches and athletic aides for the benefit of the student-athlete.
9. Assist student managers with equipment, supplies and uniforms as directed by the head coach.
10. Take pride in representing Cumberland Regional High School.

- 11. Adhere to related Federal laws, New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.

RESTRICTIONS

- 1. At all times, the volunteer coach must be under the direct supervision and in the presence of a head and/or assistant coach employed by the Board.
- 2. Serve only in a support capacity. Only head and/or assistant coaches employed by the Board are responsible for the supervision and instruction provided to students participating in the athletic program.
- 3. The volunteer coach is not to be assigned to a team/program in which their child participates, unless the Principal and Athletics Director provide written permission before recommending to the Board for approval.
- 4. May be immediately relieved of their responsibilities upon recommendation by the Superintendent to the Board of Education.

ESSENTIAL SKILLS/ABILITIES

- 1. High integrity and ethical standards.
- 2. Knowledge of the assigned sport.
- 3. Ability to work with student athletes.
- 4. Ability to follow instruction.
- 5. Good communication skills
- 6. Ability to lift up to 15 pounds at a time.
- 7. Prolonged periods of standing or walking.
- 8. Ability to traverse various athletic grounds and facilities.

REPORTS TO

Head Coach.

TERMS OF EMPLOYMENT

This position has no salary or benefits.

*This job description is subject to change at any time.

APPROVED BY: **Cumberland Regional Board of Education**
 DATED: **August 12, 1999**
 AMENDED: **February 12, 2009**
 AMENDED: **July 22, 2010**
 AMENDED: **July 28, 2011**
 AMENDED: **February 28, 2019**
 AMENDED: **August 25, 2022**
 AMENDED: **February 23, 2023**