



SUPPLEMENTAL

ATHLETICS - WEIGHT LIFTING COORDINATOR

JOB DESCRIPTION

JOB TITLE: Supplemental – Weight Lifting Coordinator
REPORTS TO: Athletics | Campus Principal
LOCATION: ACHS

FLSA STATUS: Nominal Stipend
PAY GRADE: SUP-02
DAYS: Based on Season
JOB ID & DATE: SUP-A12, October 2023

JOB PURPOSE SUMMARY

The High School Weightlifting Coordinator is responsible for planning, organizing, and overseeing all aspects of the weightlifting program. This individual will work closely with student-athletes, coaches, and school administration to create a safe and effective weightlifting program that aligns with the school's athletic goals and priorities.

REQUIREMENTS

Education Level Details

Bachelor's degree in Exercise Science, Physical Education, or related field preferred.

License, Certification, Background Check

Successful completion of the A.C.E., first aid and CPR training.
CHSAA Certification

Work Experience Required

Two to three years prior coaching experience is preferred.

Other Skills and Abilities Required.

Strong knowledge of weightlifting techniques, strength training principles, and exercise physiology.
Prior coaching experience with high school athletes is a plus.
Excellent communication and interpersonal skills.
Ability to motivate and inspire student-athletes.
Commitment to safety and adherence to regulations.
Strong organizational and time-management abilities.

KEY FUNCTIONS, ESSENTIAL DUTIES AND RESPONSIBILITIES

General

- Develop and implement a comprehensive weightlifting program that caters to the needs and goals of high school athletes.
- Design progressive strength training programs that promote skill development, performance improvement, and injury prevention.
- Provide hands-on coaching and instruction to student-athletes during weightlifting sessions.
- Ensure that proper techniques and safety procedures are consistently followed.

- Motivate and encourage athletes to achieve their best performance.
- Maintain a safe and clean weightlifting facility.
- Regularly inspect and maintain weightlifting equipment, ensuring its functionality and safety.
- Establish and enforce safety protocols for student-athletes and coaches.
- Monitor the progress of student-athletes and provide feedback for improvement.
- Foster a positive and supportive environment that promotes skill development and sportsmanship.
- Identify and address individual athlete needs and goals.
- Coordinate practice schedules, including offseason workouts and competition preparation.
- Collaborate with the athletic department to ensure effective use of facilities and resources.
- Ensure compliance with all relevant rules, regulations, and safety guidelines.
- Maintain accurate records of student-athlete participation, progress, and performance.
- Maintain open and clear communication with student-athletes, coaches, parents, and school administration.
- Keep stakeholders informed about program updates, schedules, and events.

PHYSICAL REQUIREMENTS/WORKING CONDITIONS

The physical demands, work environment factors and mental functions described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Physical Demands: While performing the duties of this job, the employee is required to stand, climb or balance, stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 80 pounds.

Work Environment: While performing the duties of this job, the employee will work primarily with students in outdoor playing fields, indoor and outdoor courts, gymnasium, swimming pool or other sports facility; physical ability to lift and move sports equipment and demonstrate sports skills when necessary; may be exposed to infectious diseases and inclement weather. The Employee may be required to work from a remote location in the event of a district shut-down or other event. Ability to travel with the team.

Mental Functions: While performing the duties of this job, the employee is regularly required to communicate, compare, analyze, coordinate, instruct, evaluate, and use interpersonal skills. Occasionally required to compile, copy, compute and negotiate.

Employee Printed Name: _____

Employee ID Number: _____

Signature: _____

Date: _____