



Join a community that affirms and inspires student athletes.

Be a Bellevue School District coach.

Together we inspire students to thrive academically, socially, and physically.

The Bellevue School District Athletics and Activities Department provides guidance to students through athletics and activities as they develop into productive adults, who understand that dedication, resiliency, and respect translate into success in life.

As a BSD Head Coach or Assistant Coach, you will join us in carrying out our vision and values.

Vision: The Bellevue School District (BSD) Athletics and Activities Department provides a comprehensive offering of programs that support the district's commitment to serving each student academically, socially, and emotionally.

Values: The administration, staff, students, and parents of BSD value:

Service

- By creating opportunities to explore new interests and strengths
- By investing in all programs at every level of the Bellevue School District

Integrity

- By committing to sportsmanship and fairness
- By being responsive to individual concerns and community input

Excellence

- By providing growth through practice and competition
- By maintaining a balance of individual and team achievement

Compassion

- By implementing a supportive environment in all athletic and activity programs
- By building self-confidence and self-discipline to promote lifelong social, emotional, and physical health
- By emphasizing life skills designed to foster positive mindsets

Respect

- By demonstrating respect and appreciation for diversity and inclusion
- By developing a sense of belonging within the Bellevue School District and the community

Collaboration

- By nurturing relationships through effective communication
- By modeling positive behavior for participants, staff, and supporters

COACHING IN THE BELLEVUE SCHOOL DISTRICT

The role of all Bellevue School District (BSD) coaches is to establish a tone and direction for each athletic program in alignment with the district’s instructional initiatives and the Athletics and Activities Department’s Vision, Values, and Purpose. The main goal of all BSD athletic programs is to provide as many opportunities as possible for participating students to develop as people, students, and athletes – which leads to a positive and productive life. We are seeking head coaches and assistant coaches who are passionate about their sport and share this common goal for their student athletes.

HIGH SCHOOL SPORTS

Fall Season	Winter Season	Spring Season
Cross Country (Boys/Girls) Football Golf (Boys) Soccer (Girls) Swim and Dive (Girls) Tennis (Boys) Volleyball Water Polo (Boys) Cheer (year-round) Drill	Basketball (Boys) Basketball (Girls) Gymnastics Swim and Dive (Boys) Wrestling	Badminton Baseball Softball Golf (Girls) Lacrosse (Boys) Lacrosse (Girls) Soccer (Boys) Tennis (Girls) Track and Field (Boys/Girls) Water Polo (Girls)

RESOURCES FOR BELLEVUE SCHOOL DISTRICT COACHES

- **District Athletics Information:** <https://bsd405.org/departments/athletics-activities/>.
- **The WIAA Handbook:** <http://www.wiaa.com/> and click on “Publications”, then “Handbook”
- **The SeaKing District 2 Handbook:** <http://www.wiaadistrict2.com/> and click on “Policies/Handbooks”
- **The KingCo Conference Handbook:** <http://www.kingcoathletics.com/> and click on “KingCo Handbook”
- **BSD Policies and Procedures:** <http://www.bsd405.org/about/policies-procedures/>
 - A list of relevant Board Policies and Procedures can also be found in **Appendix A**.
- **Collective Bargaining Agreement:** <http://www.bsd405.org/departments/hr/cba/>

HOW TO APPLY FOR BSD COACH POSITION

HIRING AND COMPENSATION

- Coach hiring can occur throughout the year for specific coaching positions at one of the four district high schools. Visit the Bellevue School District Employment website to see current available positions at: <https://bsd405.tedk12.com/hire/index.aspx>
- Coaches are compensated through four different stipends*:
 - Regular season stipend – for regular season work (the stipend amount varies by sport/time commitment)
 - Out of Season Stipend – paid twice during the school year to all active coaches to compensate for planning and preparing for the regular season
 - Post Season Stipend – payment for hours worked during post season play (if applicable)
 - Summer Stipend – payment for hours worked during summer activities/camps

For Coaches Salary (Stipend) Schedule, see the Coaches Salary Schedule in the Collective Bargaining Agreement: <http://www.bsd405.org/departments/hr/cba/>

TIME COMMITMENT

- The time commitment varies by sport. The time commitment for the regular season is 12 weeks of practices and games/matches.
- Post season paid hours vary from season to season. Coaches have the option to participate in summer activities which are paid through a summer stipend.

COACHING POSITION GENERAL DESCRIPTIONS

ASSISTANT COACH

DUTIES & RESPONSIBILITIES: (These duties are a representative sample; position assignments may vary.)

- Support the high school in its entire program and strive to improve his/her professional relations with the educational system as well as the coaching profession;
- Be loyal to and support the head coach in conducting the athletic program of that particular sport;
- Be fully aware of the number of games, matches, etc., as specified by the WIAA;
- Assume any duties assigned to him/her by the head coach pertaining to the overall athletic program of that particular sport;
- Assist the Head Coach in all matters relative to the sports season;
- Accompany and direct the assigned team to all games and practices;
- Assume the responsibilities of the Head Coach in the absence of the Head Coach if so designated;
- Be accountable to the Head Coach, Athletic Director, and Principal. Any questions should be directed to any of them;
- Comply with WIAA coaching clock hour program;

- Assume all other responsibilities as may be assigned.

REPORTING RELATIONSHIPS:

- Reports to and is directly supervised by the Head Coach or the Athletic Director.

EDUCATION & EXPERIENCE (positions in this class typically require):

Required:

- High School diploma or equivalent.
- Must be at least 19 years of age.
- Hold a current first aid and CPR card, proof of valid first aid and CPR cards must be provided prior to job offer.

LICENSING REQUIREMENTS (positions in this class typically require):

- None

PHYSICAL REQUIREMENTS:

- Positions in this class typically require stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, talking, hearing, seeing, and repetitive motions.
- Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- May work outdoors in inclement weather. May require physical mobility to move through a school campus, including up and down stairs and inside and outside.

CONDITIONS OF EMPLOYMENT:

Athletic Salary Schedule stipend dependent upon experience for the season. Contact the Athletic Director for salary range information.

HEAD COACH

DUTIES & RESPONSIBILITIES: (These duties are a representative sample; position assignments may vary.)

- Has responsibility and leadership for overall supervision of his/her program at all levels
- Organizes his/her program so that it is consistent with the district and high school philosophy, goals and objectives.
- Has the main responsibility for striving to build good sportsmanship and developing good public relations in the school and community.
- Follows all rules, policies and procedures of the League, District, and school.
- Prepares public information releases regarding his/her particular sport.
- Comply with WIAA coaching clock hour program.
- Keeps abreast of new knowledge, ideas and techniques relating to his or her sport.
- Assists the Athletic Director in the coordination of scheduling events for the sport (usually non-league contests and tournaments).

- Is responsible for drafting and submitting a budget for his/her sport and following rules and procedures for incurring and tracking expenditures and revenues.
- Is responsible for practice sessions for his/her sport within the confines of the time(s) agreed upon by the head coach and Athletic Director.
- This time will include the supervision of the locker room.
- Is responsible for keeping records for and from the Athletic Director and/or principal.
- Is responsible for attending all meetings (district and league) pertaining to his/her sport.
- Is responsible for the general health and welfare and safety of athletes.
- Is aware of all safety procedures necessary for their specific sport and relays these procedures to the assistant coaches, athletes and parents.
- Administers a student interest survey/evaluation at the conclusion of the season and gives the surveys and the results of the survey to the Athletic Director.
- Writes an annual report at the end of the season that evaluates his/her program and makes recommendations for improvement.
- Is responsible for conducting and filing an Assistant Coach's Evaluation.
- Is in charge of assignments and duties of the assistant coaches (volunteer and contracted) working with his/her sport.
- Is responsible for assuring that all rules, procedures and policies are followed.
- Is responsible for the general upkeep, protection, distribution, collection and inventory of all equipment.
- Is responsible for the appropriate use of school facilities and property.
- The Head Coach or designee must organize, direct, and supervise practice sessions and dressing room facilities any time they are being used by his/her team members.
- The Head Coach must ride the bus to/from all events and follow rules governing in and out-of-state travel.

REPORTING RELATIONSHIPS:

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Required:

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