Western Placer Unified School District

POSITION DESCRIPTION

Position Title: **Middle School Coach**
Department: Educational Services
Reports to: School Site Administrator

SUMMARY:
Under the direction of the Site Administrator and/or Athletic Director, the Middle School Coach organizes all aspects of the athletic program to which he/she has been assigned to create a positive and rewarding experience for the student athletes of the school.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
- Ensure all athletes are eligible to participate, including academic eligibility and health eligibility
- Organize all aspects of practice and preparation for competition with emphasis on safety, sportsmanship, and competitiveness
- Appropriately supervise athletes at all times, including at practice, at games, and in locker rooms
- Organize fundraising so that the program has sufficient funds for uniforms, competitions, etc.
- Maintain inventories of all program equipment
- Maintain up to date rosters
- Communicate with parents and the school community, including web page and/or social media presence as appropriate
- Other duties as assigned by site administration

QUALIFICATION REQUIREMENTS:
- First Aid/CPR/AED for Infants, Children, and Adults
- Course completion of Concussion Safety Education, Cardiac Arrest Education, Heat Borne Illness Education, and Fundamentals of Coaching
- Cheer/Dance Safety Certification Course (Cheer/STUNT positions only)

EDUCATION AND/OR EXPERIENCE:
High School Diploma or General Education Degree (GED) Required, college degree preferred. High School experience within the sport required, college experience preferred. Previous coaching experience highly preferred.

LANGUAGE SKILLS:
Ability to read and comprehend instructions, short correspondence and memos. Ability to write simple correspondence in Standard English. Ability to listen well. Ability to effectively present information in Standard English in one-on-one and small group situations to students. Ability to communicate with parents and site staff.

MATHEMATICAL SKILLS:
Basic arithmetic skills in connection with keeping a balanced budget.