

# Natomas Unified School District

## Sub-Varsity Head Coach Job Description

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### Overall Responsibilities

The job of Sub-Varsity Head Coach is responsible for the purpose(s) of designing and implementing program activities in accordance with applicable rules and regulations related to the sport; providing input to the varsity head coach regarding the overseeing and evaluation of assistant coaches, student managers, and/or volunteers; providing supervision of student-athletes during all aspects of the program; using sound instructional techniques in overseeing program activities; serving as a positive role model to student-athletes and all school community stakeholders; and may serve in a liaison capacity for the school and program with other feeder schools within the district's organizational structure, to the community, and to various organizations. Individuals in this job classification are assigned to a position for a specific sport at the high school level.

### Specific Responsibilities

*Specifications are intended to provide a descriptive list of the range of duties performed by employees. Specifications are not intended to reflect all the duties.*

Specific knowledge of:

#### Philosophy and Ethics

- Develop and implement an athlete-centered coaching philosophy
- Identify, model and teach positive values learned through sport participation.
- Teach and reinforce responsible personal, social and ethical behavior of all people involved in the sport program.
- Demonstrate ethical conduct in all facets of the sport program

#### Safety and Injury Prevention

- Prevent injuries by providing safe facilities
- Ensure that all necessary protective equipment is available, properly fitted and used.
- Monitor environmental conditions and modify participation as needed to ensure the health and safety of the participants.
- Identify physical conditions that predispose athletes to injuries.
- Recognize injuries and provide immediate and appropriate care.
- Facilitate a coordinated sports healthcare program of prevention, care, and management of injuries.
- Identify and address the psychological implications of injury.

#### Physical Conditioning

- Design programs of training, conditioning and recovery that properly utilize exercise physiology and biomechanical principals.
- Teach and encourage proper nutrition for optimal physical and mental performance, and overall good health.
- Be an advocate for drug-free sport participation and provide accurate information about drugs and supplements.
- Plan conditioning programs to help athletes return to full participation following injury.

#### Growth and Development

- Apply knowledge of how developmental change influences the learning and performance of sport skills.
- Facilitate the social and emotional growth of athletes by supporting a positive sport experience and lifelong participation in physical activity.
- Provide athletes with leadership opportunities and responsibilities as they mature.

#### Teaching and Communication

- Provide a positive learning environment that is appropriate to the characteristics of the athletes and goals of the program.
- Support and monitor goals for the athletes and program.

- Organize practice based on a seasonal or annual practice plan to maintain motivation, manage fatigue and allow for peak performance at the appropriate time.
- Plan and implement daily practice activities that maximize time on task and available resources.
- Utilize appropriate instructional strategies to facilitate athlete development and performance.\
- Teach and incorporate mental skills to enhance performance and reduce sport anxiety.
- Provide clear communication.
- Demonstrate and utilize appropriate and effective motivational techniques to enhance athlete performance and satisfaction.
- Support and monitor the academic progress of the student athletes by reviewing progress reports and requiring additional grade checks as necessary to ensure that all student athletes maintain satisfactory performance in all classes

#### Sport Skills and Tactics

- Know the skills, elements of skill combination and techniques associated with the sport being coached.
- Identify, develop and apply competitive sport strategies for specific tactics appropriate for the age and skill levels of the participating athletes.
- Use scouting reports for planning practices, game preparation and game analysis.

#### Organization and Administration

- Demonstrate efficiency in contest management.
- Be involved in public relation activities for the sport program.
- Manage human resources for the team.
- Facilitate planning, implementation, and documentation of the emergency action plan.
- Fulfill all legal responsibilities and risk management procedures associated with coaching.

#### Evaluation

- Implement effective evaluation techniques for team performance in relation to established goals.
- Use a variety of strategies to evaluate athlete motivation and individual performance as they relate to season objectives and goals.
- Utilize an effective and objective process for evaluation of athletes in order to assign roles or positions and establish individual goals.
- Utilize an objective and effective process for evaluation of self and program assistant coaches.

#### Other Duties as Assigned

### **Qualifications**

#### Education

- High School Graduate. Bachelor's degree is preferred.

#### Experience

- Job-related experience with increasing levels of responsibility

#### License and/or Certification

- ASEP Coaching Principals
- Valid CPR/1<sup>st</sup> Aid Certificate from American Red Cross or American Heart Association
- Valid Driver's License and Evidence of Liability

#### Specific knowledge of:

- Community support organizations and public relations
- Equipment used in activity/program
- Injury prevention and appropriate treatment protocols
- Pertinent laws, codes, policies and/or regulations
- District/school participant eligibility, attendance and discipline guidelines
- Public relations protocols
- Relevant professional standards and practices
- Safety practices and procedures

Specific ability to:

- Administer CPR and first aid
- Schedule activities, meetings and/or events
- Independently work with others in a wide variety of circumstances
- Collect and work with data utilizing defined, but different processes
- Operate job-related equipment using defined methods
- Work with a diversity of individuals and/or groups
- Solve problems independently to analyze issues and create appropriate action plans
- Problem solving requiring analysis of data based on organizational objectives
- Problem solving with equipment is moderate to significant.
- Communicating and working with persons of varied educational and cultural backgrounds
- Dealing with frequent interruptions
- Exhibiting strong leadership, direction and team building
- Maintaining confidentiality
- Following schedules and meeting deadlines
- Modeling sportsmanship and enforcing sportsmanship-like behavior among students
- Motivating participating student-athletes
- Providing a firm, fair, and consistent discipline approach
- Traveling to and supervising student-athletes at off-campus athletic events and competitions
- Working extended hours that may include evenings and/or weekends

### **Physical Demands of the Work Environment**

These physical characteristics are representative of those that must be met by an employee to successfully perform the essential functions of this job safely.

- Mobility sufficient to move about, stand, and/or sit for extended period, and access all locations in the work environment.
- Manual skill to appropriately control and manipulate objects, tools, materials, and equipment used on the job including a telephone and computer.
- Flexibility and strength to reach with hands and arms, bend and stoop.
- Ability to hear and understand speech at normal room levels.
- Ability to speak in audible tones so that others may understand clearly in normal conversations and on the telephone.
- Ability to see and read with or without vision aids, computer screen, equipment used in the work environment, instructional materials, training materials, directions, rules, policies, calendars, agendas, manuals, and other printed material.
- Physical strength and agility to push, pull, twist, turn, squat, lift, and carry bulky objects up to 25 pounds with or without assistance.
- Mental acuity to perform the essential functions of this position in a safe, accurate, neat and timely manner and to make and evaluate the results of judgments and decisions.
- Ability to drive all district vehicles.
- High tolerance for continuing stressful situations.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions in the work environment. The environment may be expected to include moderate noise level that is occasionally very noisy, frequent interruptions, and occasional movement from inside to outside with exposure to elements, stairs, children, and duty hours before sunrise or after sunset.