

MAGOFFIN COUNTY BOARD OF EDUCATION
EMPLOYEE PROMOTIONAL PROGRAM
EXTRA SERVICE VACANCY POSTING NOTICE

May 21, 2025

June 2, 2025

OFFICIAL TITLE OF POSITION	<u>Asst. Boy's Basketball Coach</u>
SALARY	<u>Extra Service Salary Schedule</u>
JOB LOCATION	<u>Herald Whitaker Middle School</u>
CONTACT PERSON	<u>Jessica Prater – Principal</u>

BRIEF JOB DESCRIPTION: Assistant Football Coach for Herald Whitaker Middle School Football Team

Responsibilities of an assistant coach and volunteer are as follows but are not limited to:

1. Work cooperatively with the head coach and be under their direction.
2. Assist with teams with as much authority as granted by the head coach and KHSAA rules.
3. Have a thorough knowledge and abide by the rules of the Magoffin County Schools Athletic handbook, KHSAA Handbook, SBDM Council Policy, Magoffin County School Board Policy, and the Magoffin County Schools Discipline Guidelines.
4. Follow the Chain of Command (Assistant Coach=>Coach=>Athletic Director=>Principal=>Superintendent)
5. Meet all KHSAA Rules and Bylaws.
6. Meet all Title IX mandates within their powers.
7. Attend all required clinics.
8. Assist in the supervision of athletes at team camps, games, etc.
9. Assist coach, when requested, in scheduling practices, games, camps, etc.
10. Teach and model sportsmanship skills to players.
11. Teach and practice sport rules, drills, and plays.
12. Assist in the inventory of all equipment, uniforms, etc., for the program at the beginning and end of the season. A copy of these inventories must be submitted to the Principal and Athletic Director.
13. Assist in monitoring player's grades with the AD during the season weekly.
14. Promote professional ethics while representing the Magoffin County School System as a coach or teacher. Code of ethics developed by the Magoffin County Board of Education applies.
15. Assist in contacting players if games or practices are canceled or postponed.
16. Work cooperatively with all coaches and administrators.
17. Attend all meetings called by the AD, Principal, or Superintendent related to the sport.
18. Develop a positive player-coach relationship.
19. Be certified in CPR/First Aide and complete an online safety course. (Paid Asst. only)
20. Be aware of the player's medical conditions, etc., in relationship to the sport.
21. Follow approved sign-out procedures for participants during away events.
22. Perform any other duties as assigned by the Head Coach.

For this type of employment, state law requires a national and state criminal history background check and have a letter, provided by the individual, from the Cabinet for Health and Family Services stating the employee is clear to hire based on no findings of substantiated child abuse or neglect found through a background check of child abuse and neglect records and maintained by the Cabinet for Health and Family Services as a Condition of Employment.

Applications are available online at www.magoffin.kyschools.us or at MCBE, 25 School Drive, Salyersville, KY 41465.