

CENTRAL UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

Position: Head Freshman Coach

Classification: Certificated

Reports to: Director of Sport and
Site Athletic Director

Range: Seasonal

EDUCATION AND EXPERIENCE

High School Graduate, College Graduate (preferred), 3 years assistant coaching experience.

SUMMARY

Your role is to provide unwavering support to the Director of Sport / Head Coach. Incorporate the programs fundamental philosophy as outlined by the Director of Sport. Must maintain communication regarding eligibility, injury, discipline and parent complaints with the Director of Sport. Integrate CUSD's athletic philosophy in developing physical skills, a sense of worth and competence, and the principles of fair play.

SPECIFIC RESPONSIBILITIES

- Be familiar with, and comply with all school, district, league, and C.I.F. rules
- Be responsible for coordination of all practices and equitable use of facilities
- Cooperate with administration and staff in maintaining an accurate eligibility roster
- Maintain equipment inventory and hold athletes responsible for that equipment
- Be aware of need for maintaining practice equipment
- Be responsible for Athletic Eligibility Packet before athletes may try out or practice
- Poses the ability to analyze and correct errors
- Develop self confidence and instill Pursuing Victory with Honor principles
- Oversee delegation of and organize staff responsibilities
- Communication plan for informational items for parents and players
- Secure all facilities and equipment following all practices and contests
- Ensure all assistants have been cleared by HR before having contact with athletes
- Support fundraising needs for program / participate in Central Athletic fundraiser
- Provide consistent discipline procedures
- Embrace feeder programs by attending games and camps
- Must attend ALL practices, games, tournaments and meets
- Be aware of transportation needs to and from games
- Responsible for athletes conduct when representing CUSD; practices, games, tournaments, transportation, and hotels
- Attend all meetings organized by Director of Sport
- Must be neatly groomed and professionally dressed
- Attend Varsity contests
- Understand that foul language, demeaning or insensitive remarks are grounds for dismissal
- Provide supervision until all athletes have left for home or have been picked up by their parents

SPECIFIC QUALIFICATIONS

- Effectively utilize written and orally communication.
- Interpret, apply and explain rules, regulations, policies and procedures.
- Analyze situations accurately and adopt an effective course of action.
- Meet schedules and time lines.
- Work independently with little direction.
- Planning and organizational skills
- Prepare comprehensive narrative and statistical reports.
- Work cooperatively with athletic secretary.
- Public speaking qualities.
- Develop Interpersonal relationships with coaching staff. Emphasizing retention of coaches.

PHYSICAL ABILITIES

- Mobility sufficient to move about, stand, and or sit for extended periods, and access all locations in the work environment.
- Manuel skill to appropriately control and manipulate objects, tools, materials, and equipment used on the job.
- Flexibility and strength to reach with hands and arms, bend and stoop.
- Physical strength and agility to push, pull, twist, turn, squat, lift, and carry bulky objects of up to 30 pounds with or without assistance.
- Ability to drive all district vehicles.
- High tolerance for continuing stressful situations.