



**Job Title:** Softball Varsity Head Coach

**Reports To:** Director of Athletics

**Classification:** Exempt; Seasonal Stipend Position (Spring, 20-25 hours per week)

## **SUMMARY**

La Salle Catholic College Preparatory High School, a 5A member of the Northwest Oregon Conference (NWOC) and Oregon School Activities Association (OSAA) is hiring for the position of **Head Softball Coach**. The ideal candidate possesses excellent teaching skills and demonstrates passion for leading and motivating student-athletes. Serving as the leader for the **Softball** program includes possessing excellent knowledge of the game, successful leadership and management of assistant coaches, promoting positive community and media relationships and contributing to the successful student-athlete experience to which La Salle, NWOC and the OSAA are committed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include, but are not limited to the following:

- o Develop and form student-athletes in the spirit of Lasallian education in collaboration with the parents, administrators, faculty, staff, etc...
- o Enthusiastically motivate and develop talented and well-rounded student-athletes
- o Teach players the rules and regulations, and improve the many skills required of them to be successful competitors
- o Develop, promote and execute a successful softball program including the coordination of highly effective practices and youth camps
- o Articulate, set and hold student-athletes and coaches to high expectations
- o Communicate proactively and effectively with parents, players, coaching staff, umpires and administrators
- o Determine starting lineups and substitution plans, and make tactical decisions during games
- o Design and coordinate an off-season workout program for athletes
- o Design practice schedules in collaboration with assistant coaches and consider their needs in addition to those of commuting student-athletes and families
- o Maintain necessary certifications and hire qualified assistants who possess proper certifications
- o Coordinate game schedules in collaboration with the athletic director
- o Partner with school personnel in the advancement office to properly fundraise for program needs outside the yearly operating budget
- o Maintain and update inventory of equipment, supplies, uniforms, practice gear, apparel, and additional items with a focus on ensuring safety for the student athlete
- o Manage the yearly operating budget, coordinate bids with vendors, and execute check and purchase order requests with the assistance of the athletic director and school business office personnel

- o Effectively communicate with players and parents using school approved forms of electronic communication and maintain an online presence to help inform and promote the program to the community
- o Design and promote safe practice sessions daily and communicate effectively with students, parents and the trainer in the event of an injury or illness.
- o Utilize registration software to properly account for eligible student-athletes cleared for participation
- o Develop criterion for tryouts and a cut-policy, effectively communicate to players in advance of tryouts and again once team decisions are made
- o Set-up, manage and clean-up equipment for all athletic contests and practices
- o Attend staff development meetings, clinics and other professional activities to improve coaching performance

**QUALIFICATIONS** must currently be in possession of or have the ability to acquire:

- o Successful high school coaching and/or teaching experience or equivalent.
- o Knowledge of high school softball rules and possesses ASEP or NFHS coaching certification.
- o OSAA certifications (substance abuse policy, concussion prevention, child abuse prevention, First Aid, and CPR/AED)

## **SKILLS**

- o Ability to cooperate as a team member with other school colleagues and administration to meet key initiatives
- o Strong organizational skills necessary to meet deadlines and to satisfy the requirements of the position
- o Detail oriented and ability to work under time sensitive deadlines; ability to multi-task, prioritize and follow through on a variety of concurrent projects
- o Ability to communicate concisely and effectively, both verbally and in writing

## **REQUIREMENTS**

- o Ability to attend and assist with a select number of evening and weekend activities
- o Must have the ability to possess a type 20 bus license to drive student-athletes
- o Setting up for a wide variety of events and activities will require extended time standing as well as lifting and carrying heavy items and equipment (General weight requirements will fall 40 pounds or less, but on occasion, may be more)

**Position Closes:** Open until filled

**Submission Details:** Complete an [online application](#), submit a letter of interest and resume to Cesar Cruz Espindola at [cespindola@lsprep.org](mailto:cespindola@lsprep.org) (503-496-1755)