CROSSINGS CHRISTIAN SCHOOL

DEVELOPING CHRIST-CENTERED SERVANT LEADERS

Position: Assistant Coach
Classification: Part-Time
Division: Middle or Upper School Athletics
Primary Reporting Relationship: Athletic Director (Coaching) and Middle or Upper School Principal (if also Teaching)

Mission: Partner with parents and church to develop students into Christ-centered servant leaders who are academically and spiritually prepared for college and life.

Job Description: The Assistant Coach meets the school's spiritual, academic, professional, and athletic standards. The Coach demonstrates a strong faith and commitment to Christ; holds students to a high level of academic rigor; communicates well with colleagues, parents, and students; exemplifies excellence as a school representative; works with the head coach to lead an accomplished sport-specific program in the next stages of its maturity; and develops student-athletes spiritually, mentally, emotionally, and physically.

Employee Profile:

- Acceptance without reservation of the CCS Statement of Faith
- A strong, clear Christian testimony
- A lifestyle that displays an ongoing personal relationship with God and a commitment to serve Him daily
- Consistent participation in a local church community
- Commitment to the CCS Mission and purpose

Spiritual Profile:

- Models a consistent daily walk with Jesus Christ in speech, actions, attitudes
- Sets example of the importance of prayer, Scripture memorization and study, witnessing, and unity in Christian fellowship
- Implements biblical principles as they relate to the spiritual well-being of students, parents, and staff
- Follows Matthew 18 principle in dealing with students, parents, administration, and staff
- Shows support for the role of parents as primarily responsible before God for their children's education, and assists them in the task
- Encourages students to accept God's gift of salvation and grow in their faith
- Emphasizes to students the reality of their self-worth in Christ
- Foster spiritual growth in the lives of students through various means when appropriate and applicable

Professional Profile:

- Cooperates with the board and administration in implementing all policies, procedures, and directives governing the operation of the school in addition to direct reports as stated on the organizational chart
- Maintains a clean, attractive, well-ordered workspace
- Accepts a share of responsibility for extra duties as assigned by Head of School and/or direct supervisor
- Utilizes educational opportunities and evaluation processes for professional growth

- Seeks the counsel of administration, colleagues, and parents, and is teachable
- Provides input and recommendations for administrative and managerial functions in the school
- Attends and participates in applicable scheduled devotional, committee, and faculty meetings
- Demonstrates knowledge of procedures for dealing with emergencies
- Contributes to the general improvement of the school program
- Cultivates positive relationships with parents, teachers, and students where applicable
- Communicates with staff, students, and parents effectively, clearly, and with grace

Personal Profile:

- Demonstrates the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality
- Meets everyday stress with emotional stability, objectivity, and optimism
- Exercises friendliness and consideration, treating students, parents, and staff without partiality
- Submits respectfully and is loyal to constituted authority
- Maintains a personal appearance that is a model of cleanliness, modesty, and good taste
- Uses acceptable and professional English in written and oral communication
- Develops and maintains rapport with students, parents, and staff to promote a positive learning environment
- Recognizes the need for good public relations while presenting the school in a favorable and professional manner to its constituency and the general public
- Demonstrates an appreciation and understanding of the uniqueness of the local community

Responsibilities:

- Assists the head coach with comprehensive oversight to the 7th-8th or 9th-12th grade sport-specific program
- Works with the head coach to guide the program in complementary fashion to the CCS Athletic Department as to deliver the mission, uphold policies, and support other academic, fine arts, and athletic programs
- Holds organizational meetings for interested families and student athletes and encourages potential athletes to participate in the sport
- Assesses players' skills and assigns team positions
- Develops seasonal plans in various modes and mediums: off-season, in-season, weight training and conditioning, practice, skills camps, etc.
- Works with the Athletic Director and head coach in scheduling facilities for practices and competition
- Ensures supervision and programming for all workouts ensuring safety of those participating
- Coaches and instructs players, individually and in groups, regarding the rules, regulations, equipment, and techniques of the sport
- Observes players during competition and practice to determine the needs for individual or team improvement
- Determines game strategy based on the team's capabilities
- Establishes and maintains standards of behavior and provides proper supervision of athletes at all times
- Follows established procedures in the event of an athlete's injury
- Maintains First Aid, CPR, and AED certifications
- Follows OSSAA guidelines for scheduling of games
- Follows OSSAA guidelines for practice guidelines and off-season activity
- Models sports-like behavior and maintains appropriate conduct towards players, officials, and spectators
- Acts as a team representative and promotes the sport by communicating with booster clubs, administration, and other organizations

- Follows established procedures for the proper care, maintenance, and requisitioning of equipment, supplies, and uniforms
- Works with the Athletic Director and head coach to develop a policy for awards, submits a list of award winners, and validates such submissions through accurate record keeping
- Communicates effectively with administration, head coach, fellow coaches, officials, opposing coaches, and other key parties
- Communicates with parents through a parent meeting regarding team expectations, goals, and policies regarding participation
- Communicates with parents and team on a daily basis regarding practice schedule, game day procedures, and other information as needed
- Communicates with players both pre-emptively and on an as-needed basis in order to promote character, player, and teammate development
- Establishes relationships with college/university athletic programs and serves as a reference for and resource to potential college athletes
- Establishes relationships and oversees programs at the junior high level with the intent of establishing nomenclature and characteristics of CCS Athletics
- Maintains athletic facilities with meticulous detail indicative of strong stewardship: fields, surrounding areas, weight room, locker room, buses, equipment rooms, etc.
- Other duties as assigned by the head coach, administration, or as needed

Required Skills and Abilities:

- Maintains athletic facilities with meticulous detail indicative of strong stewardship: fields, surrounding areas, weight room, locker room, buses, equipment rooms, etc.
- A solid biblical foundation that can be used to show students God's Truth
- Bachelor Degree in area(s) of teaching (if applicable)
- A demonstrated knowledge of the foundational nature and progressive game of said sport
- Proficient in the use and application of sport-related software and technology
- Excellent interpersonal skills
- Community-building understanding and skills
- Capacity for long-term planning, communication, and implementation
- Approachable and inclusive with all types of people
- Desire to partner with parents, coaches, teachers, and administration
- Must have or will attain a CDL
- Attention to detail
- Humble but confident