

## Pantego Christian Academy

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Position Title: Head Football Coach  
Date Modified: May 2026  
FLSA Classification: Exempt  
Reports To: Athletic Director  
Position Purpose: Responsible for the organization, operation, and supervision of the assigned sport

### Essential Functions

- Integrate Christian principles into all practices, games, and decisions.
- Instruct athletes in fundamental skills, training, and strategies necessary to achieve success.
- Plan and run practices.
- Make decisions concerning tryouts, team personnel, and playing time.
- Schedule games and tournaments.
- Follow all guidelines, policies, and procedures as stated in the coach's manual.
- Assist in the SST program by taking daily attendance and instructing and supervising students on the proper use of the equipment.
- Model at all times Christian sportsmanship, concern, and behavior both on and off the athletic field/court.
- Inventory all equipment and uniforms at the end of the year.
- Respect and submit to all people in authority over him/her (Athletic Director, Academic Department Heads, Principal, Head of School, School Board).
- Actively participate, update, and contribute to the school improvement plan.
- Handle sensitive and confidential documents and information where judgment and discretion are essential.
- Conduct effective communication with students, parents/guardians, staff, and the public, in person and via electronic communication devices.
- Keep up to date with and adhere to all TAPPS regulations.
- Access and assist players with "Next Level" aspirations. Make necessary contacts and recommendations on the player's behalf...GO THE EXTRA MILE.
- Perform any other duties or responsibilities related to the coaching position as directed and/or needed.
- Satisfactory attendance and punctuality are conditions of employment.

### Spiritual Leadership

- Believe and actively adhere to the Academy's Statement of Faith and Lifestyle Statement.
- Demonstrate a desire for spiritual growth as evidenced by his or her prayer life, Bible study, and spiritual outreach to others.
- Evidence of the fruit of the Spirit in dealing with people.
- Actively participate in a local Bible-believing church.
- Have a conviction of God's calling to Christian school administration.
- Create an environment for students to accept God's gift of salvation and be a Christian witness and role model to them in order to help them grow in their faith.
- Uphold Biblical principles and maintain high standards of ethics, honesty, and integrity in all personal and professional matters.
- Ensure that the campus work environment is Christian-based, nurturing, loving, and wholesome.
- Work with the administration and staff to address the spiritual formation needs of the students.

### Education and Experience

- College degree preferred.

- Possesses knowledge and experience in the organization and coaching of assigned sport(s).
- Attend a yearly camp or clinic to stay current in coaching strategies.

### **Skills and Qualifications**

- Ability to establish and maintain cooperative and effective relationships and effective communication with all constituents.
- Must have a high level of discernment and wisdom, and the ability to manage confidential information.
- Ability to carry out oral and written directions, speak, read, and write at a level sufficient to fulfill duties to be performed.
- Ability to plan, set priorities, and implement accurate work in a disciplined manner.
- Ability to interpret school policies and regulations and apply them with good judgment in a variety of procedural matters.

### **Physical Requirements and Work Environment**

- Regularly sit, talk, hear, and visually intercept visitors.
- Be able to occasionally lift up to 30 lbs.
- Regularly use close and distance vision.
- Turn, bend, reach, and occasionally use a ladder.
- Ability to stand or walk 80% of the coaching time.
- Work in a traditional climate-controlled office environment and an external environment subject to all weather conditions.
- Maintain professional appearance (as outlined in the Employee Handbook).