



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 **Greater Metro Conference (GMC)** and the Oregon School Activities Association (OSAA), is seeking a Head Softball Coach. The ideal candidate possesses excellent teaching skills and demonstrates a passion for leading, mentoring, and motivating student-athletes. As the leader of the Softball program, the Head Coach is responsible for extensive knowledge of the game, successful leadership and management of assistant coaches, promoting positive community and media relationships, and contributing to the holistic student-athlete experience to which La Salle, the GMC, and the OSAA are committed.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Includes, but are not limited to the following:

Program Leadership & Athlete Development

- Develop and form student-athletes in the spirit of Lasallian education in collaboration with parents, administrators, faculty, and staff.
- Enthusiastically motivate, mentor, and develop talented, well-rounded student-athletes.
- Teach players game rules and regulations, while continuously improving the skills required to be successful competitors.
- Develop, promote, and execute a competitive softball program, including coordinating highly effective practices, off-season workout programs, and youth summer camps.
- Articulate, set, and hold student-athletes and assistant coaches to high expectations of sportsmanship and accountability.

Operations, Budgeting & Logistics

- Determine starting lineups, substitution plans, and tactical game-day decisions.
- Coordinate game schedules and practice facility timing in collaboration with the Athletic Director, considering the needs of commuting student-athletes and families.
- Manage the yearly operating budget, coordinate vendor bids, and execute purchase orders with the business office.
- Partner with school personnel in the Advancement Office to support fundraising initiatives for program needs outside the operating budget.
- Maintain, update, and secure an accurate inventory of equipment, supplies, uniforms, and apparel.
- Utilize school registration software to verify that all participating student-athletes are cleared and eligible.
- Set up, manage, and clean up equipment for all athletic contests and practices.

Communication & Compliance

- Communicate proactively and effectively with parents, players, coaching staff, umpires, and administrators using school-approved electronic communication platforms.
- Maintain a positive online and social media presence to help inform and promote the program to the community.
- Design safe daily practice sessions; communicate promptly and effectively with students, parents, and the athletic trainer in the event of injury or illness.
- Develop clear criteria for tryouts and team cuts; effectively communicate these policies to players in advance of and following tryout decisions.
- Hire, supervise, and mentor qualified assistant coaches, ensuring they possess proper certifications.
- Attend athletic department staff development meetings, clinics, and professional development activities to continuously improve coaching performance.

QUALIFICATIONS

Candidates must currently possess or have the immediate ability to acquire:

- Successful high school coaching and/or teaching experience (or equivalent competitive coaching experience).
- Deep knowledge of high school softball rules and strategies.
- Valid ASEP or NFHS coaching certification.
- Current OSAA certifications (including Substance Abuse Policy, Concussion Prevention, Child Abuse Prevention, First Aid, and CPR/AED).

SKILLS

- Ability to cooperate as a collaborative team member with school colleagues and administration to meet key institutional initiatives.
- Strong organizational and time-management skills necessary to meet deadlines and satisfy position requirements.
- Detail-oriented mindset with the ability to multi-task, prioritize, and follow through on concurrent projects under time-sensitive constraints.
- Ability to communicate concisely, professionally, and effectively, both verbally and in writing.

PHYSICAL & SCHEDULE REQUIREMENTS

- Ability to work flexible hours, including a select number of required evening and weekend activities/games.
- Ability to obtain an Oregon Type 20 bus license to safely transport student-athletes to away contests.
- Physical ability to stand for extended periods, demonstrate athletic skills, and lift/carry heavy equipment (generally 40 pounds or less, though occasionally more during setup/cleanup).



APPLICATION DETAILS

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