



Mohawk Local School District
295 State Highway 231
Sycamore, Ohio 44882



COACHING POSITION

DATE: August 25, 2026

POSITION: Assistant Softball Coach

Essential Functions:

- Assure the safety of students and staff
- Assist in efforts to improve the program and develop of student athletes
- Assist players in the care and prevention of injuries
- Attend clinics, camps and seminars as required
- Attend coaches meetings
- Attend varsity and other inter-district games as required
- Attend rules interpretation meetings as required
- Assist with collection all equipment at the end of the season
- Communicate with classroom teachers to encourage achievement levels of each player
- Develop and enforce training rules
- Ensure the proper conduct and actions of team players at all times
- Evaluate players
- Instruct players in the proper use of body building equipment, training and nutrition
- Interact in a positive manner with staff, students and parents
- Maintain respect at all times for confidential information, e.g., student athlete grades for eligibility purposes, etc.
- Make contacts with the public with tact and diplomacy
- Participate in awards program by distributing awards to the players as appropriate
- Promote good public relations by personal appearance, attitude and conversation
- Assist with the issuance, care and inventory of equipment, supplies and uniforms
- Review and evaluate game films as appropriate for the team level
- Work within district policies and procedures in the development and maintenance of the interscholastic athletics program

Other Duties and Responsibilities:

- Assist the Athletic Director in scheduling non-league games and officials as appropriate
- Forward a list of all participants in the sport, along with all information necessary for the eligibility report, to the Athletic Director's office at the Junior High Level and assist with this process at the high school level
- Instruct and supervise managers in game and practice preparation
- Assist with inventory, distribution and procurement of all equipment
- Issue equipment and keep accurate records of all equipment issued
- Assist in preparation of outside facilities for all practice sessions
- Schedule fundraising activities as approved by Head Coach/Athletic Director/Building Principal or Assistant Building Principal
- Schedule, plan and conduct all practice sessions and scrimmages as approved by Head Coach/Athletic Director/Building Principal or Assistant Building Principal
- Assist with Procurement and distribution of all medical supplies and equipment
- Respond to routine questions and requests in an appropriate manner
- Assist with coordination of physical examinations for all players
- Serve as a role model for students and follow all OHSAA rules and regulations
- Perform other duties as assigned by the Head Coach/Athletic Director/Building Principal or Assistant Building Principal

Qualifications:

- Bachelor's degree in education from an accredited college or university preferred
- Appropriate State of Ohio teaching certification/license preferred
- CPR certification, First-aid certification, and any other OHSAA coaching requirements
- Alternatives to the above qualification as the Superintendent and/or Board of Education may find appropriate

Required Knowledge, Skills, and Abilities:

- Ability to communicate ideas and directives clearly and effectively both orally and in writing
- Ability to recognize and treat minor athletic injuries
- Ability to work effectively with others
- Effective, active listening skills
- Knowledge of the specific sport
- Organizational and problem-solving skills
- Basic skills in equipment repair and maintenance as applicable

SALARY: Per Negotiated Agreement

START DATE: 2026-2027 School Year

APPLICATION DEADLINE: Sunday, August 30, 2026

APPLICATION PROCEDURE:

Applicants must submit a letter of interest to: Amy Kozel, Athletic Director
amy.kozel@mohawklocal.org