
COACH – HIGH SCHOOL

Job Description:

The coach is responsible for all aspects of the sport and team he/she is coaching. The coach is to address the development of athletic skills, game knowledge and strategy, and proper conditioning. The coach is also responsible for the proper administration of the sport.

Qualifications

1. Member of the high school staff or a qualified adult approved by the site administration.
2. Prior participant as a participant or coach in the sport.
3. Certificate in CPR and first aid and coaching techniques and methodologies.
4. Demonstrated ability to effectively administrate an athletic program.

Typical Duties:

1. The teaching of athletic skills to all students on the team of the assigned sport.
2. Promote a positive attitude and behavior on the part of all athletes at all activities and provide specific recommendations to the Athletic Director concerning student behavior problems,
3. Ensure that all athletic supplies and equipment used in the activity are available. An accurate inventory will be maintained. The coach will secure all uniforms and equipment at the end of the season and notify the administration of all lost items and the responsible party.
4. Recommend to the Athletic Director requests for
 - a. Yearly supplies and equipment
 - b. Scheduling of league and practice contests.
 - c. Transportation needs
5. Inform the Athletic Director of any changes in practice time, schedules or standard operating procedures.
6. Head varsity coaches have the prerogative of defining the patterns for all subordinate levels.
7. Complete an accurate inventory
8. Evaluate assistants of lower levels
9. Recommend/assist in development of the athletic budget. Develop and present a budget for the sport as required by the Athletic Director.
10. Communicate with Athletic Director
11. Seek ways to finance and support their program.
12. Abide by rules of CIF, TVL, RUSD
13. Develop and distribute appropriate information to the local media to promote contests and special events.
14. Follow established policies and procedures with ASB bookkeeper regarding fundraising, bank deposits and purchases.

Immediate Supervisor: Athletic Director

Assignment: Each activity upon the recommendation of the Athletic director and appointment by the school principal

Salary: Stipend Schedule