



Argyle Independent School District

Job Title: Teacher/Coach

Exemption Status/Test: Exempt/Professional

Reports to: Principal

Pay Grade: Teacher

Dept./School: Assigned Campus

PRIMARY PURPOSE

Provide students with appropriate learning activities and experiences in the assigned core academic subject area and athletic programs to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop the competencies, skills, and discipline necessary to succeed both academically and athletically, and to function successfully in society.

QUALIFICATIONS

Education/Certification:

- Bachelor's degree from accredited university
- Valid Texas teaching certificate with required endorsements or related training and work experience for certification waivers under the District of Innovation Plan (DOI)
- Demonstrated competency in the core academic subject area assigned
- Current first aid, cardiopulmonary resuscitation (CPR), and automated external defibrillator (AED) certificate

Special Knowledge/Skills:

- Knowledge of core academic subject assigned
- Knowledge of curriculum and instruction
- Ability to instruct students and manage their behavior
- Strong organizational, communication, and interpersonal skills
- Knowledge of coaching techniques and procedures
- Knowledge of University Interscholastic League (UIL) rules
- Ability to instruct and supervise student athletes

Experience:

- Student teaching, approved internship, or related work experience
- 2 years coaching or participant in sport assigned

MAJOR RESPONSIBILITIES AND DUTIES

- Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual student differences.
- Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect understanding of the learning styles and needs of students assigned and present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
- Conduct assessment of student learning styles and use results to plan instructional activities.
- Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
- Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Plan and assign work to instructional aide(s) and volunteer(s) and oversee completion.

Coaching

- Use a variety of instructional techniques and media to meet the needs and improve the abilities of student athletes in the sport assigned.
- Manage and supervise athletic activities, contests, and practice sessions to promote individual growth in athletic skills, teamwork, and good sportsmanship.
- Work with other members of school staff to plan and implement instructional goals and objectives to ensure the overall educational development of student athletes.
- Establish performance criteria for competition and evaluate students' athletic abilities initially and on a regular basis. Model performance criteria and physical movements required for successful student performance of sport.
- Take all necessary precautions to protect student athletes, equipment, material, and facilities.
- Work with athletic director to schedule competitions and plan season activities including practices, special events, and tournaments.
- Coordinate with transportation department for travel arrangements to out-of-town events. (*Drive bus to transport students to out-of-district competitions (optional)*).
- Ensure compliance with all UIL rules.
- Monitor and enforce student eligibility criteria for extracurricular participation.
- Develop and coordinate a continuing evaluation of coaching program and make changes based on findings.
- Accompany and supervise student athletes during athletic competitions in assigned sports both at-home and on out-of-town trips.
- Instruct and advise students on National Collegiate Athletic Association (NCAA) regulations with regard to academic requirements for scholarships and recruiting practices.
- Apply and enforce student discipline during athletic contests, practice sessions, and while on trips off school property in accordance with Student Code of Conduct and student handbook.

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- Encourage, by example and through instruction, sportsmanlike conduct in all phases of athletic participation.
- Initiate and approve purchase orders and bids in accordance with budgetary limitations and district policies.
- Oversee process of cleaning, repairing, and storing all campus athletic equipment and maintain a current inventory of all equipment and fixed assets within program.

Student Growth and Development

- Conduct ongoing assessment of student achievement through formal and informal testing.
- Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.
- Be a positive role model for students; support mission of school district.

Classroom Management and Organization

- Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Manage student behavior in accordance with Student Code of Conduct and student handbook.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Assist in selecting books, equipment, and other instructional materials.
- Compile, maintain, and file all reports, records, and other documents required.

Communication

- Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.

Professional Growth and Development

- Participate in staff development activities to improve job-related skills.
- Comply with state, district, and school regulations and policies for classroom teachers.
- Attend and participate in faculty meetings and serve on staff committees as required.

Supervisory Responsibilities:

None

MENTAL DEMANDS / PHYSICAL DEMANDS / ENVIRONMENTAL FACTORS:

Tools/Equipment Used: Athletic equipment, standard office equipment including computer and peripherals, and other instructional equipment; automated external defibrillator (AED)

Posture: Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking and physical movements associated with sport(s) assigned

Lifting: Frequently light lifting (less than 15 pounds); occasional moderate lifting or carrying (15-44 pounds)

Environment: Work inside and work outside (exposure to sun, heat, cold, and inclement weather) and inside; frequent exposure to noise; frequent district wide and statewide travel; frequent prolonged and irregular hours; *moderate exposure to vehicle fumes and work around moving vehicles*

Mental Demands: Maintain emotional control under stress; work prolonged or irregular hours

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All employees are to follow district safety protocols and emergency procedures.

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.¹

Signature

Date

Print Name

¹ Date Revised: 12/2025