

ASSISTANT COACH – HIGH SCHOOL**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

1. Demonstrates skill and experience in the sport coached.
2. Valid Idaho Teaching Credential preferred.
3. Ability to work with staff, students, and the public.
4. Preference for hiring will be given to a qualified teacher in the school where the coaching vacancy exists. The Building Administrator will certify that qualified candidates within the building have been given consideration.
5. Current CPR certification.
6. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to: Head Coach, Athletic Director, and Building Administrator

Supervises: N/A

Job Goals:

To assist the Head Coach in providing a positive athletic experience for participants, patrons, students and coaches, and insuring a cost-effective and quality program that helps the student develop physically, emotionally and mentally.

Essential Duties and Responsibilities:

1. Assists the head coach in carrying out their responsibilities to the students and the district.
2. Assumes the responsibilities of the head coach during his/her absence.
3. Is responsible for the safety of the students under their direction during practice and competition.
4. Complies with all rules and regulations of the IHSSA, the State Board of Education and the Board of Trustees for School District No. 93.
5. Strives to maintain and improve professional competence including attendance at district workshops on safety and legal issues, i.e., CPR, and first aid.
6. Attends appropriate meetings and serves on committees as requested by the Head Coach, Athletic Director, and/or the Building Administrator.
7. Maintains high standards of ethical conduct and confidentiality.
8. Has regular and predictable attendance.

Other Duties and Responsibilities:

Perform all other duties as assigned whether by the Head Coach, Athletic Director or Building Administrator.

Terms of Employment:

This position shall be considered in all respects “employment at will” and the employee is subject to discharge by the District at any time without cause. The “employment period” and other descriptions and terms set forth in this job description shall not create a property right in the employee, and such are set forth only to advise the employee of when and what type of services will be required by the District so long as employment continues.

An employee working in this position shall, at all times, be subject to the direction of the persons to whom said employee has primary responsibility or said person’s designee(s), and at all times shall be subject to the rules, regulations and policies of the District as promulgated by the Board of Trustees. Each employee shall be held responsible for having knowledge of said School District rules, regulations and policies.

This position shall commence with the beginning day of practice and last through completion of the performance responsibilities. Salary to be determined by the Stipend Salary Schedule, as adopted by the Board of Trustees.

Evaluation:

Performance of this position will be evaluated annually by the Head Coach and reviewed by the Athletic Director in accordance with Board Policy.

Signature:

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee Signature _____ Date _____

Employee Printed Name _____

Reviewed _____ Revised 08/15
12/16

NOTES:

All certificated and non-certificated employees and other individual are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.

Legal Reference: I.C. § 33-512 Governance of Schools
I.C. § 33-1210 Information on Past Job Performance

A copy of this job description will be placed in the employee's personnel file.

Equal Opportunity Employer

