

Job Title: Assistant Middle School Athletic Coach

Location: Caroline Middle School 13325 Devils Three Jump rd. Milford, VA

Reports To: Head Coach / Athletic Director

Employment Type: Stipend (Payment split between 2 in season)

Position Summary:

Caroline Middle School is seeking a motivated and supportive leader to help deliver a positive, inclusive, and developmentally appropriate athletic experience for student-athletes. The Assistant Coach will work under the direction of the Head Coach to support daily practices, competitions, and the overall development of student-athletes.

Key Responsibilities:

- Assist the Head Coach with planning and conducting practices and games.
 - Teach and reinforce fundamental skills, strategies, and sportsmanship appropriate for middle school athletes.
 - Support the supervision and safety of students during all athletic activities.
 - Help manage equipment, uniforms, and facilities before, during, and after practices/games.
 - Model respectful and ethical behavior in line with school values and athletic guidelines.
 - Provide encouragement, feedback, and support to all players, regardless of skill level.
 - Assist with game-day responsibilities including setup, breakdown, and team management.
 - Maintain positive communication with players, parents, staff, and the broader school community.
 - Attend required meetings, training sessions, and professional development as assigned.
 - Support the academic and behavioral standards expected of student-athletes.
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Qualifications:

Required:

- High school diploma or equivalent
- Knowledge and/or experience in the sport being coached
- Ability to work collaboratively under the direction of a Head Coach
- Ability to pass a background check and meet district employment requirements

Preferred:

- Prior coaching or playing experience at the youth, middle, or high school level
 - CPR/First Aid certification (or willingness to obtain before season starts)
 - Familiarity with middle school-aged student development
 - Coaching certification (NFHS, ASEP, or equivalent)
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Personal Attributes:

- Strong communication and interpersonal skills
 - Positive attitude and a team-first mindset
 - Patience and enthusiasm for working with young athletes
 - Dependable, flexible, and responsive to team and school needs
 - Commitment to promoting inclusion, effort, and sportsmanship
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Working Conditions:

- Practices and games take place after school hours; some weekend commitments may be required.
 - Role may involve outdoor activities and various weather conditions.
 - Physical demands include being on your feet for extended periods, demonstrating drills, and moving equipment.
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Application Process:

To apply, please submit a resume and a brief statement of interest to Activities Director, Travis Clark, Tclark@CCPS.US