

**COLONIAL HEIGHTS CITY PUBLIC SCHOOLS
POSITION DESCRIPTION SUMMARY FORM**

TITLE: ASSISTANT ATHLETIC COACH

QUALIFICATIONS

Knowledge of all athletic policies approved by the Colonial Heights School Board.
Knowledge of state and league regulations in the sport being coached.
Knowledge of the fundamental skills, strategy and physical training necessary for success in the sport being coached.
Capable of instilling moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence in students.

REPORTS TO: Head Coach

JOB GOAL: To assist the coach in instructing athletes in the fundamental skills, strategy and physical training necessary for them to realize individual and team success and to instill moral values, pride of accomplishment, self-discipline and self confidence.

PERFORMANCE RESPONSIBILITIES:

1. Assist the head coach with practices.
2. Assist the coach in carrying out athletic policies.
3. Attend meetings as required.
4. Understand and assist in implementing the fundamental philosophy, skills, and techniques to be taught.
5. Maintain discipline and morale and assist in handling grievances in an appropriate manner.
6. Assist with equipment needs.
7. Help enforce training rules and regulations for athletes participating in the sport.
8. Provide assistance and guidance to athletes in academic progress and conduct.
9. Ensure safety through appropriate action concerning injuries, medical attention, and other emergencies.
10. Promote good sportsmanship.
11. Assist in monitoring locker rooms and ensuring the cleanliness of facilities and equipment.
12. Assist in securing buildings and practice areas when no maintenance personnel are on duty.
13. Perform other duties as assigned by the head coach, athletic director or principal.

PHYSICAL REQUIREMENTS: Limited physical lifting; general good health to maintain vigorous practice schedule and routine.

TERMS OF EMPLOYMENT: Supplemental Salary Scale as approved by the School Board

EVALUATION: Performance of this job will be evaluated in accordance with provision of the School Board's policy on Evaluation of Personnel.