

**Head Athletic Coach
Job Description
Grayslake Community High School District 127**

TITLE: Head Athletic Coach

QUALIFICATIONS: Valid Illinois Teacher Certification recommended
Meets IHSA Criteria (Qualification of Coaches - 2.070)
Previous head coaching experience in specific coaching field recommended
Previous experience as a coach in specific coaching field is recommended

REPORTS TO: Athletic Director, Building Principal

RELATES WITH: Assistant Athletic Director, Athletic Secretary, Athletic Trainer(s)

SUPERVISES: Assistant Coaches

JOB GOAL: To help participating students achieve a high level of skill, an appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem. Oversee the specific sport's program in observance of all NFHS, IHSA, FVC, District 127, and school policies and regulations in the best interest of all student participants. To promote all District 127 athletic programs.

PERFORMANCE RESPONSIBILITIES:

1. Secures facilities through the athletic office to ensure safe practice/competition environment for students.
2. Plans and communicates to assistant coaches practice sessions and competition strategies which ensure the health and physical well-being of student participants.
3. Develops, communicates and maintains a regular schedule of in-season practices.
4. Maintains current equipment/uniform inventory and annually recommends purchase of such to the Athletic Director.
5. Manages all fund raisers, deposits, distribution of funds related to sport specific student activity accounts.
6. Provides for the orderly distribution and collection of uniforms and equipment.
7. Assures that all student participants are in compliance with D127 requirements including current athletic physical, Code of Conduct, fees paid, and is academically eligible, prior to practice, tryout, and competition.
8. Models and instills the values of sportsmanship and fair play to all participants, and enforces consequences for breach of such standards.
9. Monitors proper supervision of student athletes at practices, games, in locker rooms, and on school provided transportation.
10. Assists in the selection and evaluation of assistant coaches.
11. Completes the evaluation of IHSA officials in a timely manner.
12. Conducts a mandatory preseason parent meeting.
13. Maintains individual and team records and statistics.
14. Plans and implements a seasonal awards recognition program through the athletic office.
15. Engages in personal professional development activities.
16. Implements programmatic instruction of sequential fundamentals and proper conditioning for all levels of the program.
17. Other duties as assigned by the Athletic Director.

TERMS OF EMPLOYMENT: Renewed annually by the Board of Education

EVALUATION: Performance of this job will be evaluated by the Athletic Director in accordance with provisions of the Board's policy.