

Elkhart Community Schools

Position Description

Position Title:	Strength and Conditioning Coach
Qualifications:	<i>Required:</i> Bachelor's degree in Exercise Science or related field, Current Strength and Conditioning certification. <i>Preferred:</i> Membership in the National High School Strength Coaches Association (NHSSCA).
Department:	Department
Reports to:	Athletic Director
Prepared by:	Cary Anderson
Approved by:	W. Douglas Thorne
Date: 7/14/2026	

SUMMARY: The role of the Strength and Conditioning Coach is to develop, implement supervise, and evaluate a comprehensive strength and conditioning program that serves student-athletes across all athletic programs. The primary goals of the program are to enhance athletic performance, reduce the risk of injury, promote lifelong fitness habits, and support the overall physical development of students.

ESSENTIAL DUTIES AND RESPONSIBILITIES *(Other duties may be assigned):*

1. Develop, implement, and oversee a comprehensive strength and conditioning program for student-athletes in grades 6-12.
2. Support and promote the district-wide athletic vision by creating aligned athletic performance expectations, training systems, and developmental pathways across all secondary schools.
3. Design age-appropriate, sport-specific training programs for in-season, off-season, and pre-season athletic development.
4. Supervise all strength and conditioning activities to ensure safe and effective training practices.
5. Teach proper lifting techniques, movement mechanics, conditioning methods, and injury prevention strategies.
6. Establish and maintain a positive, inclusive, and high-expectation training environment that promotes discipline, accountability, leadership, teamwork, and sportsmanship.
7. Collaborate with high school and middle school coaches to align training programs with team goals, competitive schedules, and individual athlete needs.
8. Provide leadership and support to middle school athletic programs to ensure consistency in athletic development and preparation for high school athletics.
9. Work collaboratively with athletic trainers, medical professionals, and coaches to support injury prevention, rehabilitation, and return-to-play plans.
10. Monitor, assess, and track student-athlete participation, attendance, progress, and performance data.
11. Conduct periodic performance testing and evaluations to measure program effectiveness and athlete growth.
12. Develop and maintain policies, procedures, and safety protocols for all strength and conditioning facilities and activities.
13. Ensure compliance with all district, conference, IHSA, and applicable state and federal regulations.
14. Provide instruction and guidance regarding nutrition, hydration, recovery, wellness, and healthy lifestyle habits.
15. Inspect, maintain, and monitor all fitness and strength training equipment and report repair or replacement needs.
16. Oversee the operation, organization, cleanliness, safety, and security of all strength and conditioning facilities.

17. Assist in the development and management of annual program budgets, equipment inventories, and purchasing recommendations.
18. Collaborate with physical education staff to support curricular and co-curricular fitness initiatives.
19. Conduct annual program reviews and needs assessments for athletic teams and make recommendations for continuous improvement.
20. Assist with facility scheduling and coordination of strength and conditioning opportunities for students, teams, staff, and approved community groups as directed.
21. Maintain accurate records, reports, and documentation related to program operations and student participation.
22. Provide professional development and training opportunities for coaches related to strength and conditioning best practices.
23. Participate in professional development activities to remain current with research, trends, and best practices in athletic performance.
24. Conduct regular reviews of team strength and conditioning activities to ensure alignment with district athletic performance standards, safety expectations, and established training protocols.
25. Prepare annual reports summarizing program participation, performance metrics, facility utilization, equipment needs, budget priorities, and recommendations for program improvement.
26. Develop student leadership opportunities that promote accountability, character, teamwork, sportsmanship, and positive culture within athletic performance programs.
27. Coordinate and supervise summer strength and conditioning programs and related athletic performance opportunities for district student-athletes.
28. Serve as a member of the district athletic leadership team and support district-wide initiatives, strategic planning efforts, and continuous improvement processes.
29. Promote and support multi-sport participation and long-term athlete development principles when designing and implementing training programs.
30. Collaborate with school administrators, athletic directors, coaches, athletic trainers, and other district personnel to ensure alignment of athletic performance programming across all secondary schools.
31. Assist in developing short and long term plans for athletic performance facilities, equipment replacement schedules, and program growth.
32. Demonstrate the ability to motivate students from diverse backgrounds and ability levels.
33. Demonstrate the ability to supervise and visually monitor multiple student simultaneously.
34. Maintain current knowledge of industry trends, research, and best practices in athletic performance and implement innovations that enhance student-athlete development.
35. Represent the district and athletic department in a professional manner at all times.
36. Participate in conference, state, and professional organizations as assigned by the Athletic Director.
37. Exhibit regular and timely attendance.
38. Perform other duties as prescribed by the Athletic Director or Building Principal.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Terms of Employment: Twelve-month employee. Salary and fringe benefits as per board policy.

Evaluation Process: Strength and Conditioning Coach will be evaluated annually by the Athletic Director.

Qualification Requirements: 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. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Education and/or Experience: *Required:* Bachelor's degree in Exercise Science or related field, Current Strength and Conditioning certification. Knowledge of strength training, conditioning, athletic development, and sports performance principles. *Preferred:* Membership in the National High School Strength Coaches Association (NHSSCA).

Language Skills: Ability to read and interpret documents such as computer software manuals and procedure manuals. Ability to write procedures for employees and communications to employees. Ability to communicate with employees to train.

Mathematical Skills: Ability to add, subtract, multiply and divide all units of measure, using whole numbers and decimals. Ability to compute rate, ration, and percent.

Reasoning Ability: Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Other Skill and Abilities: Experience working with computers is necessary. Windows and Google tools training/experience is preferred. Ability to establish and maintain effective working relationships with students, staff and the community. Ability to perform duties with awareness of all district requirements and Board of Education policies. Ability to maintain confidentiality.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is continuously required to sit, stand, walk, bending, squatting, stooping, reaching, use hands to finger, handle, or feel objects; operate computers, office machines and equipment, and athletic machines and equipment; talk and hear on the telephone and in other interactions.

The employee must frequently lift and move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. There are no environmental hazards indicated for this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job the employee will travel between facilities through outside weather conditions.

The noise level in this environment is quiet to loud, depending upon the activity in the particular part of the day. The employee continuously is interacting with the public, staff and students. The employee frequently will be required to meet multiple demands from several people.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties and additional duties may be assigned.