

Athletic Coach

Board Approved – 9/18/19

This job description reflects the assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.

**TITLE: ATHLETIC COACH**

**QUALIFICATIONS:**

1. Valid NJ Teacher Certificate preferred; County Substitute Teacher Certificate a minimum requirement.
2. Previous experience coaching participants in the sport or experience as a skilled participant.
3. Proven ability to communicate and work with student athletes.
4. Willing to work evenings and weekends when needed.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**REPORTS TO:** Appropriate Administrator

**JOB GOAL:** To assist each participant in the achievement of a high level of skill with an appreciation for the values of self-discipline, sportsmanship and an increased level of self-esteem; to recruit a minimum of required participants; to be responsible for the development of teams; and to generate student interest.

**PERFORMANCE RESPONSIBILITIES:**

1. Coaches individual participants in the skills necessary for success in the sport involved
2. Assists the Athletic Director in making arrangements for athletic competitions and related transportation.
3. Recommends the purchase of equipment, supplies and uniforms as appropriate
4. Assumes responsibility for team members under his/her supervision; promotes good sportsmanship and enforces all rules and regulations.
5. Assumes responsibility for the selection of team members and verifies their eligibility according to established physical and academic requirements of eligibility for participation in each sport; obtains written parent permission for students to participate and files team member records with the Athletic Director.
6. Assists the Athletic Director in the preparation and administration of the athletic program budget, prepares a budget for the assigned sport.
7. Plans and schedules a regular program of practice in season and attends all contests of the assigned sport.
8. Oversees the safety conditions of the facility or area in which the sport is conducted at all times that students are present.

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9. Assumes responsibility for all team equipment during practice and contests and assists in the distribution and collection of athletic gear.
10. Upholds and enforces school rules, administrative regulations and board policy and all NJSIAA rules and regulations governing sports.
11. Performs such other tasks and assumes such other responsibilities as deemed appropriate by Athletic Director.

**TERMS OF EMPLOYMENT:** Part-time seasonal position with stipend determined by the Board of Education.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board's policy on Staff Evaluation.