
Board Approved – 12/17/25

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

Head Coach

Job Description:

The Head Coach is responsible for the overall management, leadership, and success of an athletic team, fostering both athletic development and character growth among student-athletes.

Required Certifications (NJ):

- New Jersey DOE Certification relevant to the position
- Concussion in Sports, Heat Illness Prevention, and Implicit Bias Training (NFHS or NJSIAA-approved).
- NJSIAA “Be Nice” Training
- Current CPR/AED and First Aid certification.
- Criminal History Background Check (through NJDOE).

Key Tasks:

- Plan, organize, and oversee practices, games, and conditioning sessions.
- Develop game strategies, playbooks, and scouting reports.
- Evaluate and mentor assistant coaches and student-athletes.
- Ensure compliance with GCIT, NJSIAA, and league policies.
- Monitor player eligibility, academics, and conduct.
- Communicate with parents, staff, and administration.
- Manage team equipment, uniforms, and inventory.
- Supports the Athletic Department through other duties as requested by the Director of Athletics.