

**Hillsborough Township School District
JOB DESCRIPTION**

Title: Coach

Qualifications: Valid New Jersey Certificate or Substitute Credential
Demonstrated knowledge of the sport

Primary Function: A coach will be employed to serve as a teacher. In addition to the teaching duties, a coach will be directly responsible to the Director of Athletics and/or the building principal for all aspects of teaching, training, safety, conduct and control of student athletes on the teams being coached. The performance of each coach will be evaluated annually by the Director of Athletics and/or the building principal.

Report Level: Director of Athletics

Major Duties and Responsibilities:

1. Accepts responsibility for all uniforms, equipment and supplies issued to the team(s).
2. Assists the Athletic Director in the preparation of an activity budget.
3. Follows all rules and regulations, as developed by the Hillsborough Township Public Schools, the New Jersey State Interscholastic Athletic association and the conference.
4. Contributes to and abides by the education philosophy as developed by the school.
5. Determines that proper procedure for reporting accidents has been followed.
6. Supervises team members before, during and after all contacts (including transportation).
7. Arranges for the security of players' personal belongings at all times.
8. Supervises the security of the locker room and the immediate locker area after each home contest or practice.
9. Makes efforts to increase and improve personal knowledge of and the techniques of coaching.
10. Demonstrates loyalty to the team(s), colleagues and administration.
11. Sets examples to be emulated by students in dress, language, character and manner.
12. Exhibits patience, understanding, fairness, kindness, honesty and a cheerful and enthusiastic attitude.
13. Maintains positive school community relations.
14. Demonstrates a pattern of acceptable attendance and sound emotional stability.
15. Uses good judgment, common sense and perception when dealing with problems.

In addition to the tasks identified above, each coach will perform other related tasks as assigned by the Director of Athletics and/or the building principal or as necessary to fulfill the responsibilities of this position.

August 1976

November 17, 2008