

PROFESSIONAL STAFF POSITION

TITLE: Assistant Athletic Coach

QUALIFICATIONS:

1. Valid New Jersey Instructional Certificate or eligibility or County Substitute Certificate (waiver needed)
2. Minimum experience as determined by the board
3. Demonstrated knowledge of the sport, sports training and conditioning, injury prevention and management and the principles of human growth and development
4. Ability to maintain a positive learning environment and high standards of conduct for athletes
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Athletic Director/Principal/Head Coach

SUPERVISES: All team members

JOB GOAL: To provide leadership in the development and improvement of the sport program by developing athletes' knowledge, skills, sportsmanship, and motivation to excel.

PERFORMANCE RESPONSIBILITIES:

1. Assists the Head Coach in the preparation and supervision of individual participants in the skills necessary for success in the sport involved.
2. Assists the athletic director and head coach in making arrangements for athletic competitions and related transportation, if so assigned. While going to and from games, assists in maintaining good order.
3. Assumes responsibility for team members under his/her supervision; promotes good sportsmanship and enforces all rules and regulations. Complies with board-adopted emergency medical procedures for all practice sessions and competitive levels.
4. Attends all practices and contests of the assigned sport. Assists at contests in observing play and devising strategies to improve the performance of the team and the players.
5. Oversees any assigned area of focus such as offense, defense, goalie or transition game giving due consideration to the safety conditions of the facility or area in which the assigned activity is conducted at all times that students are present.
6. Assists in the distribution and collection of athletic gear.

7. Assists in upholding and enforcing school rules, administrative regulations and board policy and all NJSIAA rules and regulations governing sports.
8. Is prepared to take over full coaching duties in the event the head coach is absent or becomes ill.
9. Assists the head coach in being responsible for seeing that all participants have transportation home when returning from road trips in late evening hours.
10. Assists potential collegiate athletes in signing up for the NCAA clearing house and in obtaining sports-related college admission and/or scholarships.
11. Performs other duties which may be within the scope of his/her employment and certification as may be assigned.

TERMS OF

EMPLOYMENT:

Salary and work year to be determined by the board.

EVALUATION:

Performance of this job will be evaluated annually in accordance with state law and the provisions of the board's policy on evaluation of athletic coaching staff.