

## DISTRICT #202 CO-CURRICULAR PHILOSOPHY

Our belief is that all co-curricular programs are an essential part of the overall educational program offered to our students. Therefore, the same standards and expectations of quality instruction apply toward co-curricular experiences as apply to classroom experiences. To that end, a clearly defined set of expectations for each coach and sponsor will promote proper planning, implementation, and evaluation of each activity.

### JOB DESCRIPTIONS

#### EXTRA DUTY: ASSISTANT COACH

**QUALIFICATIONS:**

1. Meets IHSA standards for assignment.
2. Possesses experience in activity, preferably as a high school and/or college participant.
3. Alternatives to the above qualifications as the School Board may find appropriate and acceptable.

**REPORTS TO:**

Head Coach as supervised by Athletic Director

**SUPERVISES:**

All athletes involved in his/her activity.

**JOB GOAL:**

To instruct athletes in the fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success. At the same time, the student shall receive instruction that will lead to the formulation of moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.

**GENERAL DUTIES AND RESPONSIBILITIES:**

1. Has a thorough knowledge of all Athletic Policies approved by the Lisle Board of Education and is responsible for its implementation by the participants in the sports program.
2. Has knowledge of existing district, state and league regulations; implements same consistently.
3. Understands the proper administrative line of command and refers all requests or grievances through proper channels.
4. Is aware of all public/staff/departmental meetings that require attendance.
5. Attends all required public/staff/departmental meetings and actively contributes to the meeting.
6. Performs any appropriate duties that may be assigned by the Head Coach.

### **INSTRUCTIONAL TECHNIQUES:**

1. Teaches the fundamental philosophy , skills, and techniques as established by the head coach.
2. Conducts well-organized practice sessions.
3. Is innovative - uses new techniques, ideas, etc., along with established procedures for coaching.
4. Shows respect (verbal, physical, psychological) for athletes, parents and colleagues.
5. Instills in athletes a competitive spirit for individual and team growth and a desire for intellectual growth and development.
6. Adheres to a highly efficient and technically sound program of injury prevention. When injuries do occur, follows a prescribed routine and maintains thorough communications with patient, trainer, doctor, and parents.
7. Maintains appropriate squad discipline.
8. Teaches student-athletes to use legitimate and ethical means in attempting to win a game. Provides an atmosphere conducive to good sportsmanship.

### **PERSONAL AND PROFESSIONAL RESPONSIBILITIES:**

1. Demonstrates integrity with the coaching staff and among fellow coaches.
2. Is active in professional organizations. Attends clinics to gain knowledge of up-to-date methods of coaching his/her sport as available.
3. Shows sound judgement in coaching responsibilities and decisions. Accepts criticism and/or recognition with a mature attitude.
4. Exhibits sideline conduct at games that is appropriate toward players, officials and fans.
5. Keeps Head Coach, Athletic Director and Principal informed of any or all problems before, during or after all sporting events.
6. Does not allow coaching to impede or detract from classroom responsibilities.
7. Encourages students to participate in the entire athletic program. Respects and supports other coaches and athletes during their seasonal sports.

### **ORGANIZATIONAL AND ADMINISTRATIVE DUTIES:**

1. Informs head coach about equipment or supply needs. Submits any reconditioning requests to Athletic Director.
2. Advises the Head Coach with regards to policy, method, or procedural changes.
3. Participates in the budgeting function with the Head Coach by helping to establish needs for the next season.
4. Provides supervision for players in locker rooms, on busses, and before during and after practices and games.
5. Instills in each player a respect for equipment and school property, its care and proper use.

## **PUBLIC RELATIONS**

1. Informs parents of all team rules and expectations. Provides a phone tree for players to promote communication. Cooperates with Booster Club.
2. Presents timely and valid information to news media concerning schedules, tournaments, results and statistics.
3. Maintains a bulletin board at the high school (or designated location) with articles and information promoting his/her sport.
4. Promotes the entire athletic program as well as his/her personal sport. Involves the student body and community as much as possible.