



Northwestern Local School District

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Head Coach Job Description

Job Title: High School Head Coach (Sport-Specific)

Location: Northwestern Local Schools

Reports To: Athletic Director & Building Principal(s)

Employment Status: Seasonal / Supplemental

Position Summary

Head coaches at Northwestern are responsible for leading the varsity program through athlete development, practice planning, game/match management, and overall strategy. Coaches are also expected to support skill development and sportsmanship expectations at the middle school level while actively engaging with Northwestern's strong youth sports culture.

Although the position is most demanding during the competitive season, year-round involvement is expected. Head coaches must work collaboratively with the Athletic Director, other coaches, and school administration to support student-athletes, strengthen the athletic department, and assist in building a successful coaching staff.

Key Responsibilities

Program Leadership & Culture

- Lead and model the **Northwestern Husky traits** in all aspects of the program.
- Establish and maintain a positive, respectful, and disciplined team culture.
- Serve as a role model for student-athletes in character, sportsmanship, and leadership.
- Support the mission, vision, and expectations of the Athletic Director and Northwestern Local Schools.

Student-Athlete Development

- Create a clear plan for academic accountability and monitor student-athlete eligibility.
- Intentionally foster holistic growth of student-athletes, emphasizing character, teamwork, resilience, and accountability.
- Provide safe, developmentally appropriate instruction focused on skill progression while being cognisant of the student-athlete's well-being.

Coaching Staff Leadership

- Assist in the selection, mentorship, and supervision of assistant and volunteer coaches.
- Provide clear expectations, feedback, and support to coaching staff.
- Promote consistency in coaching philosophy and instructional methods across levels.

Program Alignment & Youth Connection

- Collaborate with middle school and youth coaches to align program goals and skill development.
- Support continuity of skill development from youth programs through varsity competition.
- Encourage positive relationships with middle school and youth organizations.

Compliance, Safety & Operations

- Ensure compliance with OHSAA rules, district policies, and safety protocols.
- Work with the Athletic Director to maintain accurate records including eligibility, rosters, equipment inventories, and required documentation.
- Communicate regularly with the Athletic Director regarding schedules, facilities, transportation, and concerns.
- Assist with fundraising efforts in accordance with district guidelines.

Communication & Community Engagement

- Communicate often, clearly and professionally with student-athletes, families, staff, and administration.
- Promote sportsmanship, school pride, and positive community representation.
- Support athletic department communication efforts highlighting student-athletes and program achievements.

Qualifications

- High school diploma or equivalent
- Valid Ohio Pupil Activity Permit (or ability to obtain).
- Previous high school or collegiate coaching experience preferred.
- Demonstrated ability to lead, mentor, and build positive relationships.
- Strong organizational, communication, and conflict-resolution skills.
- Commitment to student-athlete development both on and off the field.
- Successful completion of required background checks and fingerprinting
- Completion of coaching certifications as required
- First Aid/CPR certification

Equal Opportunity Statement

The Northwestern Local School District is an Equal Opportunity Employer and as such does not discriminate on the basis of race, color, sex, age, religion, national origin, ancestry, disability, veteran status, marital status, or any other status protected by law.

Application Instructions

Interested candidates should submit a letter of interest, resume, references, and credentials on our AppliTrack system. <https://www.applitrack.com/nwlsw/onlineapp/>

Note: This job description is intended to provide a general overview of the position and the required qualifications. It is not exhaustive and may be subject to change as state regulations, district policies or operational needs evolve.