

## **Coaching Position Annapolis High School Assistant Football**

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**Job Title:** Assistant Football Coach  
**Reports to:** Principal/Athletic Director  
**Assigned:** Annapolis High School

**Current Date:** 4/19/22  
**Pay:** Per Teacher  
Schedule B

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### **Job Summary:**

This position is responsible for coaching and providing direction to the student athletes so that they might achieve a high level of skill, as well as an appreciation for discipline, sportsmanship and teamwork in football. This position contributes to the educational program as a whole and the growth of the students.

### **Preferred Qualifications:**

- High School Diploma
- Bachelor's degree related to education
- Coaching experience at High School level or above
- Experience working in a school setting
- Works well with others from diverse backgrounds. Able to work with conflict solving. Be able to listen and keep their emotions under control. Be a good communicator verbal and written.
- Good use of computer skills with word, excel and google docs.

### **Essential Duties and Responsibilities:** *Other duties may be assigned*

1. Follows and maintains knowledge of all District policies and procedures
2. Instructs and teaches skill sets and techniques necessary for individual and team achievement.
3. Help set-up activities, practices and games.
4. Follow appropriate training programs and practice schedules.
5. Help ensure proper cleaning, storage and maintenance of all athletic equipment, uniforms and updated inventories are prepared.
6. Follows all district guidelines for collection of monies, expenses and receipts.
12. Enforces discipline policies and emphasizes sportsmanship and healthy lifestyles.
13. Supervises student athletes in the locker rooms at home and away games and ensures appropriate behavior.
14. Maintains building security at all times.
15. Follows school rules and regulations regarding conduct and eligibility of athletic activities.
16. Maintains a safe environment and facilities for student athletes at all times.
17. Ensures medical and safety requirements are adhered to.

19. Provide student athletes with guidance and information concerning college and future life activities.
20. Follow all MHSAA rules and Guidelines.
23. Be in compliance with rules tests, CPR and classes needed for meeting the MHSAA standard of coaching requirements.
27. Interacts thoughtfully and courteously with students, staff, parents, fellow coaches, and officials and resolves conflict in a professional manner.  
Professionally represents the school and the district in interactions with students, parents, community, staff and the media.
29. Is on time to all scheduled events or meetings.
30. Meet the guidelines needed to join EDUSTAFF. (Includes: drug screening/  
criminal background checks)

**Working Conditions:**

Mental and physical demands are part of the position. One must maintain control under stress, as well as prolonged and irregular hours. You may be exposed to sun and heat.