

**RICH TOWNSHIP HIGH SCHOOL DISTRICT 227**

**ASSISTANT COACH**



**TITLE:** Assistant Coach

**REPORTS TO:** Head Coach, who provides overall objectives and final evaluation in conjunction with Assistant Principal, Athletics & Activities.

**TERMS OF EMPLOYMENT:** Stipend as established by the Agreement

**QUALIFICATIONS:**

1. Valid Illinois teaching certification or ASEP certification
2. Preferably employed as a teacher in District 227
3. Preferred previous coaching experience in assigned sport
4. Knowledge of the technical aspects of the sport and a commitment to professional development in the field

**SUPERVISES:** Does not supervise other staff.

**OVERALL RESPONSIBILITIES:**

1. Establishes and implements the fundamental program philosophy and annual program goals under the direction of the head coach.
2. Implements all athletic policies as developed and approved by the Board of Education.
3. Conforms to all IHSA and SAC regulations.
4. Trains and prepares varsity, sophomore or freshman teams and individuals for SAC conference and non-conference competition.
5. Understands the administrative chain of command and refers all program requests and grievances through the head coach.
6. Works collegially with other program assistant coaches, activity sponsors and school personnel.
7. Attends practice daily and helps establish practice plans as directed by the head coach.
8. Supervise all students before, during, and after practice and at competitions.
9. Complete IHSA PED Requirement

**ADMINISTRATIVE RESPONSIBILITIES:**

1. Assists in necessary game and practice facility preparation as directed by the head coach and adheres to scheduled practice times.
2. Assists the head coach in completing an annual inventory of all program equipment and uniforms.
3. Provides training rules and regulations to each athlete.
4. Works collaboratively with the athletic trainer.
5. Directs all student managers, assistants and statisticians as required by the head coach.
6. Establishes team rules and enforces the Athletic Code of conduct.
7. Responsible, in conjunction with the head coach, for maintaining good and positive public relations with the news media, and other program stakeholders.
8. Assists the head coach in scouting and other pre-game preparation.

## **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk, hear, and use hand and fingers to operate a computer keyboard and telephone. Frequent sitting and occasional walking are also required.

Revised May 2014