



Rock Island-Milan School District 41

JOB DESCRIPTION

High School Varsity Head Football Coach

POSITION INFORMATION:

POSITION TITLE	HS Varsity Head Football Coach
DEPARTMENT	Athletic Department
LOCATION	Rock Island High School
FULL-TIME/PART-TIME	Part-Time
APPOINTMENT TERM	4-5 Months
FLSA:	Stipend
REPORTS TO:	Athletic Director
OTHER INFORMATION	Stipend Range \$17,403-\$18,404/annual

POSITION SUMMARY INFORMATION:

Under the direction of the Athletic Director the Head Varsity Coach is responsible for all matters relating to the organization, administration and philosophy of the sport. The Varsity Head Coach must be committed to the personal development of each player on the roster. The Varsity Head Coach is responsible for facilitating each participating student to achieve a high level of skill, and an appreciation for the values of discipline and sportsmanship, as well as an increased level of self-esteem.

Functions and Responsibilities:

Supervisory Responsibilities

- Directly supervises coaches at all levels within the program. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; completing evaluation of all coaches in the program; rewarding employees; addressing complaints and resolving problems.
- A Head Varsity Coach must help students develop a competitive nature, teach them about ethical behavior and good sportsmanship, and assist in the development of leadership skills.
- Build positive working relationships with all other head coaches. Work with all sports teams to share facilities and support each other's programs.
- Teach student maneuvers and plays relating to the position in which the player is assigned.



- Explains and demonstrates use of apparatus and equipment.
- Observes students during practice to detect and correct mistakes.
- Provides instruction regarding safety and enforces safety rules and regulations.
- Teaches appropriate methods of keeping score.
- Organizes and conducts competitions and tournaments.
- Helps students understand various aspects of health, nutrition, exercise and the importance of academics.
- Responsible for tracking student academic progress on a weekly basis. Must communicate to students and parents, school and IHSA regulations for weekly and semester eligibility.
- Must participate in seasonal athlete/parent Orientation meetings. Must hold athlete/parent meetings prior to the start of season to inform all parties of team, school and IHSA rules and regulations.
- Must adhere to all District rules and regulations concerning fundraisers and overnight trips.
- Must ensure that every athlete has completed the following prior to beginning any athletic participation (including tryouts): participation form, participation fee, IHSA eligibility, any transfer requests if needed, and an up to date physical form)
- Conducts evaluations of all assistant coaches and submits to the Athletic Director
- Take inventory of all equipment at the end of each season and prepare and submit any equipment requests to the Athletic Director within one month of the end of the season.
- Assist in the maintenance of practice and competition facilities. Report any needed damage or needed repairs to the Athletic Director.
- Assist athletes who plan to continue to participate in athletics at the collegiate level.

Required Education/Qualifications:

- Illinois Teaching, School Administrator, Substitute Teaching, School Psychologist, School Counselor, School Social Worker Certificate; or be retired from teaching to meet the Illinois High School Association (IHSA) By-Law requirement to coach; or going through an IHSA coaching certification program.
- Two years of previous coaching experience
- Experience working in a collaborative environment
- Designing game plans and assigning positions preparing and conditioning athletes
- Experience working with teens
- Experience working with diverse groups and ethnicities

Certifications, Licenses:

Appropriate certification as required by the Illinois High School Association (IHSA) to include: IHSA approved coaching qualification, Performance Enhancing Substances (PES) Exam and concussion exams.



American Sport Education Program (ASEP) and National Federation of State High Schools (NFHS).

Required Knowledge, Skills, and/or Abilities

- Displays strong communication, motivational and organizational skills.
- Has proven team-building abilities
- Ability to draw assistant coaches together to achieve the same goal and work off of the same plan.
- Organizational Skills
- Interpersonal Skills
- Basic Knowledge of rules and regulations governing all sports as well as IESA requirements
- Leadership Skills
- Intuition
- Excellent Communications
- Demonstrates the ability to listen and resolve problems
- Organizational and time manage skills
- Ability to lead and direct diverse groups
- Displays good sportsmanship and creates an atmosphere of respect and dignity

Physical Demands/Work Environment:

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Continuous standing, walking, and moving during practices and games is required. Demonstration of physical techniques; and lifting or carrying equipment up to 50 pounds is common. The role requires visual and auditory alertness, quick responsiveness, and the ability to work outdoors in varied weather conditions. The position operates in both indoor and outdoor athletic environments, often in loud and fast-paced settings, and requires evenings, weekends, and travel for practices, games, and related activities.

Acknowledgements:

The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other directives, and perform any other related duties as assigned by the Superintendent.

Supervisor Signature

Date

Employee Signature

Date