



**Rock Island-Milan School District 41**

**JOB DESCRIPTION**

**Junior High School Head Coach**  
**Basketball; Football; Volleyball; Track; Wrestling; Cross Country; Cheerleading**

**POSITION INFORMATION:**

<b>POSITION TITLE</b>	Junior High School Head Coach – 7- 8 <sup>th</sup> Grades
<b>DEPARTMENT</b>	Athletic Department
<b>LOCATION</b>	Washington & Edison Junior High
<b>FULL-TIME/PART-TIME</b>	Part-Time
<b>APPOINTMENT TERM</b>	4-5 Months
<b>FLSA: EXEMPT or NON-EXEMPT</b>	Exempt
<b>REPORTS TO: TITLE of POSITION SUPERVISOR</b>	School Principal
<b>OTHER INFORMATION</b>	Stipend Pay

**POSITION SUMMARY INFORMATION:**

*This position is responsible for coaching junior high student athletes, organizing practices, teaching skill development, game strategies and techniques to prepare them for athletic competition. Also, to expose students to a wide variety of social situations which will enable them to develop the positive qualities of sportsmanship, cooperation, loyalty, leadership and self-discipline.*

**Functions and Responsibilities:**

- Provides a positive image of school athletics.
- Helps athletes strive for the excellence that will produce winning teams within the bounds of good sportsmanship.
- Develop athletic skills and abilities to their fullest potential.
- Explains and demonstrates principles, techniques, and methods of regulating movement of body, hands, or feet to achieve proficiency in activity.
- Observes students during practice to detect and correct mistakes.
- Explains and enforces safety rules and regulations.
- Explains the method of keeping score.

- Organizes and conducts competition and tournaments.
- Lectures on history and purposes of sport.
- Explains and demonstrates use of apparatus and equipment.
- Coordinate with High School Head Coaches.

**Required Education:**

Bachelor's degree from four-year College or University; or one to two years related experience and/or training; or equivalent combination of education and experience.

**Required Qualifications:**

- Two years of previous coaching experience - Recommended
- Experience working in a collaborative environment
- Designing game plans and assigning positions
- Preparing and conditioning athletes
- Understanding rules and regulations governing high school sports or the IESA.

**Certifications, Licenses:**

CPR, First Aid

**Required Knowledge, Skills, and/or Abilities**

- Must possess in-depth knowledge about the game he is specialized in.
- Must have good rapport with the members of the team as well as with other coaches.
- Stay abreast on new strategies in use and help the team to perfect in that regard.
- Maintain team spirit and imbibe these qualities and its importance to the players.
- Skilled in eyeing details to scrutinize the mistakes made by the players to deliver.
- Skills must compromise to keep in touch with the parents and encourage the performance of the player with an optimistic approach.

**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. Generally the job requires 20% sitting, 40% walking, and 40% standing. The job is performed under minimal temperature variations and is generally a hazard free environment. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**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.

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Supervisor Signature

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Date

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Employee Signature

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Date