



Rock Island-Milan School District 41

**JOB DESCRIPTION**  
**Volunteer Coaches – High School**

**Football, Boys’ and Girls’ Cross Country, Cheerleading, Boys’ and Girls’ Golf, Boys and Girls’ Soccer, Boys’ and Girls’ Tennis, Volleyball, Boys’ and Girls’ Basketball, Boys’ and Girls’ Bowling, Boys’ and Girls’ Swimming, Wrestling, Baseball, Softball, Boys’ and Girls’ Track**

**POSITION INFORMATION:**

<b>POSITION TITLE</b>	Volunteer Coaches – High School
<b>DEPARTMENT</b>	Athletic Department
<b>DATE CREATED/AMENDED</b>	September 15, 2020/May 2026
<b>LOCATION</b>	RIMSD 41 Schools
<b>FULL-TIME/PART-TIME</b>	Part-Time
<b>APPOINTMENT TERM</b>	4-5 Months – Depends on sport
<b>FLSA: EXEMPT or NON-EXEMPT</b>	N/A
<b>REPORTS TO: TITLE of POSITION SUPERVISOR</b>	HS Varsity Head Coach
<b>OTHER INFORMATION</b>	Volunteer

**POSITION SUMMARY INFORMATION:**

*Under the direction of the High School Varsity Head Coach, the volunteer coach will support the head coach in delivering quality coaching by motivating the athletes’ abilities. The volunteer coach will also guide and instruct the sports team in delivering quality coaching to all the athletes. The duties will include providing students with new developments and strategies to plan effective training procedures.*

**Functions and Responsibilities:**

- Support head coach to deliver quality coaching by motivating the ability of the athletes
- Keep abreast of rules and strategies in the favor of the players and the team.
- Will assist the coach in making new registrations, compiling eligibility reports, and keeping statistics on the players' performance.
- Will supervise over the players to come up in their weak areas and reinforce them to play in the spirit of the game.
- Maintain discipline among the players to abide by the timings for running drills and help them perfect their skills in the offense and defense game positions.

- Coordinate with other facilitators, such as the athletic trainer, to help the players deliver their best.
- Will support and watch over the club development activities and issue the players' required equipment.
- Motivate the players to play, build their confidence to face the loss, and keep them grounded with a winning performance.
- Will perform duties as assigned by the head coach.
- Will assist in all athlete supervision before, during, and after practices and games and in the locker rooms. Will ensure that no athlete is without a coach's supervision at any time.

**Required Education:**

High School Graduate or Equivalent

**Required Qualifications:**

N/A

**Certifications Licenses:**

CPR and First Aid

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

- Possess good motivation skills to enable the players to deliver their best.
- Have a good rapport with the members of the team as well as the head coach.
- Keep himself informed regarding the new strategies in use and help his team to perfect in that regard.
- Demonstrate a team spirit and imbibe these qualities and their importance in his players.
- Have an eye for details to scrutinize the mistakes made by the players when delivering.
- Skills will include keeping in touch with the parents and encouraging the player's performance optimistically.

**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