



## THOMASTON BOARD OF EDUCATION Thomaston, Connecticut

### Position Description

JOB TITLE:	Coach (Athletics – TEA Agreement – Appendix K-2)
DEPARTMENT/SCHOOL:	Athletics
REPORTS TO:	Athletic Director/Coordinator and Principal

#### POSITION SUMMARY/PURPOSE

This position is responsible for coaching student athletes in accordance with the Connecticut Association of Schools - Connecticut Interscholastic Athletic Conference (CIAC) Handbook. The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she were the coaches' own, and his or her welfare should be uppermost at all times.

#### ESSENTIAL PERFORMANCE RESPONSIBILITIES:

- Organize and supervise a total sports program.
- Prove prior successful coaching experience in assigned sport.
- Serve as an appropriate role model for student athletes through his/her instructions and actions, on and off duty.
- Required to attend pre-season game rules interpretation meetings in assigned sport at the local, regional or state level.
- Required to host at least one mandatory meeting at the start of each season with student-athletes and their parents (guardian) to review CIAC rules and regulations.
- Strictly adhere to the established protocol for processing student-athlete eligibility.
- Required to sign a form provided by the CIAC office certifying that he/she has reviewed CIAC policy and will comply with all provisions of said policy, and that he/she will review the provisions of said policy with other individuals or groups associated with the school such as athletic booster clubs.
- Strictly prohibited from coaching and instructing school-athletes in an "Open Gym," "Open Fields," or "Open Natatorium" program.
- Required to be present at all practices and contests.
- Required to be present at all conditioning sessions.
- Will exemplify high moral character, behavior and leadership, lead by example, and set a standard for players and spectators to follow both on and off the athletic arena.

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**ESSENTIAL PERFORMANCE RESPONSIBILITIES:** *(continued)*

- Will respect the integrity and judgement of officials and will not publicly criticize or question the decisions of officials.
- Ensure that student-athletes accept the responsibility and privilege of representing their school and community by learning and showing teamwork, sportsmanship and discipline in all aspects of the game.
- Ensure that student-athletes demonstrate respect for self, coach, teammates, opponents, officials and spectators by exhibiting good character and conducting themselves as a positive role model.
- Ensure that student-athletes win and lose graciously.
- Ensure that student-athletes will cheer for their team, not against your opponent.
- Ensure that student-athletes will congratulate opponents in a sincere manner following either victory or defeat.
- Exert his/her influence in a positive manner.
- Exhibit loyalty to superiors in making athletics fit into the general school program.
- Insist upon high scholarship and enforcement of all rules of eligibility.
- Fair, unprejudiced relationship with all student-athletes.
- Teach athletes to win by use of legitimate means only.
- Counteract unfounded rumors of questionable practices by opponents.
- Discourage gambling, profanity, smoking, obscene language, use of alcohol and drugs at all times.
- Have an awareness that he/she has a tremendous influence, for either good or ill, on the education of the student-athlete and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.
- Uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- Take an active role in the prevention of drug, alcohol and tobacco abuse.
- Avoid the use of alcohol and tobacco products when in contact with players.
- Promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program. The coach shall master the contest rules and shall teach them to his or her team members.
- Exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.
- Respect and support contest officials.
- Take action when athletes exhibit poor sportsmanship.

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**ESSENTIAL PERFORMANCE RESPONSIBILITIES:** *(continued)*

- Shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
- Shall not exert pressure on faculty members to give student-athletes special consideration.

**ADDITIONAL DUTIES:**

- Other duties as assigned by district/school administrators.

*Note: the above description is not meant to be inclusive of every task or responsibility.*

**EQUIPMENT:**

- Standard sport and athletic equipment.

**TRAVEL:**

- Travel to school district buildings, practice, scrimmage, and contest locations as required.

**WORK SCHEDULE:**

- Assigned sport season including extended competition and championship schedules as set forth in the CIAC assigned sport season schedule.

**SKILLS, KNOWLEDGE, ABILITIES:**

- Skills in and knowledge of current coaching methods.
- Substantial knowledge of the technical aspects of the assigned sport.
- Knowledge of and ability to teach student-athletes the rules of the game and to respect the game.
- Knowledge of the competitive balance of contests and ability to manage the score in a manner that is sportsmanlike and respectful of opponents.
- Knowledge of Connecticut Association of Schools - CIAC Handbook and CIAC data information systems.
- Knowledge of applicable federal and state laws regarding coaching and student-athletics.
- Ability to use computer network systems and software applications as needed.
- Ability to independently organize and coordinate responsibilities and duties with other staff in the school building and across the district.
- Ability to communicate effectively both orally and in writing.

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**SKILLS, KNOWLEDGE, ABILITIES:** *(continued)*

- Ability to engage in self-evaluation with regard to performance and professional growth.
- Ability to establish and maintain cooperative working relationships with others, especially other coaches, student club facilitators, teachers and supervisors.

**PHYSICAL AND MENTAL DEMANDS/WORK HAZARDS:**

- Works in standard athletic environments for assigned sport.

**QUALIFICATIONS PROFILE:**

- **Certification/License:**
  - Active Connecticut Coaching Certificate required.
- **Education/Training:**
  - High School Diploma or equivalent required.
  - First Aid, CPR, Concussion and other CIAC-required trainings required.
- **Experience:**
  - Successful prior experience as a coach required.
  - Successful prior experience as a coach in the assigned sport preferred.
  - Attained the age of majority (age 21 or older).

FLSA Status: Exempt

**DISCLAIMER:**

This job description conforms to EEO and ADA requirements. This job description does not constitute an employment agreement or contract between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Last Updated: December 2017