

Spring Hill U.S.D. #230
101 East South Street
Spring Hill, KS 66083

Assistant Football Coach Job Description

Purpose: The Assistant Football Coach assists the Head Football Coach in promoting an appreciation of physical fitness, teamwork, and sportsmanship. The Assistant Football Coach assists in providing leadership and supervision for team and individual sports, and works closely with the other staff and administration of U.S.D. No. 230.

Responsible to: Head Coach, Activities Director, and Principal

Payment rate: According to the Master Agreement

Qualifications:

1. High school diploma or equivalent.
2. Bachelors degree from an accredited college/university.
3. Current Kansas State Teaching Certificate on file in the Central Office.
4. Health and Inoculation Certificate on file in the Central Office.
5. Have a valid driver's license, be able to drive, and qualify under the district's insurance carrier when driving a district vehicle.
6. Desire to continue career improvement.

Essential Functions:

1. Assist in the coordination and supervision of the Football program and team.
2. Promote an appreciation of physical fitness, teamwork, and sportsmanship.
3. Assist in the design of a training program and game program.
4. Assist in the organization and supervision of the coaching staff to assure that the program is properly implemented.
5. Ensure that all athletic activities conform to KSHSAA guidelines.
6. Communicate effectively with all members of the school district and community.
7. Work effectively with booster clubs and other community organizations.
8. React to change productively and handle other tasks as assigned.
9. Support the value of an education.
10. Support the philosophy and vision of U.S.D. No. 230.

Physical Requirements/Environmental Conditions:

1. Requires prolonged sitting or standing.
2. Occasionally requires physical exertion to manually move, lift, carry, pull, or push heavy objects or materials.
3. Occasional stooping, bending, and reaching.
4. Requires some travel.
5. Must work indoors and outdoors year-round.
6. Must work in noisy and crowded environments.

Assistant Football Coach

General Responsibilities:

1. Assist in the coordination and supervision of the football program and team.
2. Help students achieve gains in athletic skill and team performance.
3. Assist in designing a training program and game program.
4. Assist in organizing and supervising the coaching staff to assure that the program is properly implemented.
5. Assume duties of the Head Coach if required to do so.
6. Attend Kansas State High School Activities Association (KSHSAA) rules meetings, and adhere to rules and regulations of KSHSAA and the Frontier League.
7. Assist in the development of team rules, communicating them to the players and their parents, and equitably enforce them.
8. Maintain good public relations for the football program including:
 - a. Develop programs and brochures.
 - b. Present programs to community groups such as Booster Club.
 - c. Notify media of sporting events, scores, news items, before and after games or events.
9. Ensure that student athletes meet eligibility rules.
10. Ensure that student athletes adhere to training rules, lettering policies, grade requirements, and rules of behavior.
11. Ensure the continual supervision of student athletes on the field, in conditioning, and in locker and shower rooms.
12. Ensure that health and safety precautions are observed during all activities.
13. Immediately report all major injuries incurred during practice sessions or competition to the Head Coach, Activities Director, and Principal.
14. Assist in the proper purchasing, inventory, and care of equipment.
15. See that district policies are observed during all activities.
16. Keep abreast of new information, innovative ideas and techniques.
17. Obtain advance approval of the Head Coach for all activities and expenditures.
18. Adhere to all district health and safety policies, including all precautions of the Bloodborne Pathogens Exposure Control Plan.
19. Other duties as assigned by the Head Coach, Activities Director, Principal, or other Administrative Staff.