

# **Non-Faculty Coach**

## **Wayne County Public Schools**

### **Job Description**

**TITLE:** Non-Faculty Coach

**QUALIFICATIONS:** High School Diploma or GED

**REPORTS TO:** Athletic Director/Principal

**JOB GOAL:** Position is responsible for the specific athletic team/program as assigned. Position assists with conducting practices, motivating students, and instructing student athletes in game strategies and techniques.

#### **ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:**

1. Assists the head coach with instructing students in the rules, regulations, equipment, and techniques of the sport.
2. Organizes and directs individual and small group practice activities/exercises as directed by the head coach.
3. Assesses player's skills, monitors students during competition and practice, and keeps the head coach informed of the athletic performance of students.
4. Assists with determining game strategy.
5. Assists the head coach with supervising athletes during practices and competition.
6. Follows established procedures in the event of an injury.
7. Models sports-like behavior and maintains appropriate conduct towards students, officials, and spectators.
8. Maintains the equipment room in orderly condition and assumes responsibility for its security.
9. Distributes equipment, supplies, and uniforms to students as directed by the head coach.
10. Assists the head coach with submitting a list of award winners at the end of the season.
11. Participates in special activities to include parent's night, banquets, award nights, and pep assemblies.
12. Performs support tasks such as distributing and maintaining eligibility forms, emergency data cards, and other related records.
13. Models nondiscriminatory practices in all activities.

**Terms of Employment:** Duration of Coaching Season

**Starting Salary and/or Grade:** Non-Faculty Coach Stipend

#### **Knowledge, Skills and Abilities:**

- Must have the ability to sit and stand for extended periods of time; exhibit manual dexterity to dial a telephone, see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly; physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.
- Some experience as a Wrestling coach at the high school or college level preferred. Must possess effective coaching techniques and skills. Must possess some knowledge of the rules, regulations, strategies, and techniques of the sport. Must possess the ability to establish and maintain effective working relationships with school administrators, parents, and students.