

**WESTERVILLE CITY SCHOOLS
OFFICE OF HUMAN RESOURCES**



JOB DESCRIPTION:

**Assistant Track Coach High School (Varsity)
(Interscholastic)**

WORK SCHEDULE:

Seasonal, follows the Ohio High School Athletic Association calendar for practice sessions and contests.

Minimum time commitment- approximately 13 weeks with 300 student-athlete contact hours and 300 preparation hours.

RESPONSIBLE TO:

Building Principal and Head Varsity Track Coach; coordinates specific duties with Athletic Director.

QUALIFICATIONS:

Valid State of Ohio Teaching License in teaching assignment area preferred.

Required certification and training pursuant to guidelines and methodology set forth by the Ohio Department of Education and the Ohio High School Athletic Association.

GENERAL DUTIES:

Assists the Varsity team and directs the Junior Varsity team under the supervision of the Head Varsity Coach.

SPECIFIC DUTIES:

1. Cooperates with Head Coach, Principal and Athletic Director in enforcing the Ohio High School Athletic Association rules and by-laws and the regulations of the league in which the school holds membership.
2. Assists in coordinating preseason, in-season, post-season, and off-season activities.
3. Assists in scouting, organizing all practice sessions and directing the team efforts at all competitions.
4. Assists in teaching skills and strategy to student-athletes under the direction of the Head Coach.
5. Assists in organizing, managing and officiating field events.
6. Assists in planning and attending a post-season program designed to recognize and honor teams and individuals.
7. Assists the Head Coach in managing the acquisition, distribution, collection, replacement, and repair of team uniforms and equipment.

8. Models and encourages student-athletes to exhibit good sportsmanship.
9. Assist Head Coach with off-season conditioning programs.
10. Participate in coach's organization and strategy meetings in the off-season.
11. Other duties as assigned by the Principal or designee.

All staff shall serve as role models for students in how to conduct themselves as citizens and as responsible, intelligent human beings. All staff are expected to comply fully with the Ohio Department of Education Code of Conduct for educators. The employee shall remain free of any alcohol or nonprescribed controlled substance abuse or prescribed controlled substance abuse in the workplace throughout his/her employment in the district.

Westerville City School District is an Equal Opportunity Employer and complies with all State and Federal Regulations regarding employment.