



## **JOB TITLE: ASSISTANT GIRLS FLAG FOOTBALL COACH**

**JOB SUMMARY:** Coach Interscholastic Flag Football

**MINIMUM REQUIREMENTS:** Applicant must possess current First Aid and Adult, Infant, and Child CPR certifications and is responsible for keeping them current during the term of employment. Applicant must complete the required WIAA coursework as it is available. Prefer an applicant with a Washington State teaching certificate.

### **ESSENTIAL FUNCTIONS:** *(may oversee, perform, and/or assist with)*

- Coaches individual participants in the skills necessary for excellent achievement in Flag Football.
- Assists Head Coach in planning and scheduling a regular program of practice in the season.
- Plans and schedules a regular program of practice in season.
- Recommends purchase of equipment, supplies, and uniforms, as appropriate.
- Works with the athletic coordinator to ensure necessary attendance forms, insurance records, physical examination clearance, etc., are current prior to and during the season.
- Oversees the safety conditions of the facility or area in which assigned sport is conducted.
- Establishes performance criteria for eligibility in interscholastic competition.
- Enforces discipline and sportsmanlike behavior at all times.
- Provides ample opportunities for participants to succeed by participating in as many contests as possible.
- To emphasize ethical and exemplary conduct off and on the course for coaches and players.
- Organizes practice sessions that are stimulating and instructive.
- Prepares the athletes both physically and mentally to participate in athletic contests.
- Possesses positive human relations skills.

**WORK ENVIRONMENT/PHYSICAL DEMANDS:** Duties are normally performed in a school environment or outdoors. Duties may be occasionally performed on bus trips away from school. The noise level in the work environment is usually moderate. Must have the ability to sit and stand for extended periods; 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.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge** of the sport's rules, regulations, strategies, and techniques. Knowledge of particular sport and understanding of learning theory.

**Skills** for effective coaching techniques; ability to instruct students and manage their behavior. Skills to work proactively and communicate with secondary students.

**Ability** to comply with school board policies and follow administrative procedures. Organize and perform job responsibilities efficiently and independently without close supervision and able to pay strict attention to detail. Speak, read and follow written or verbal communications. Practice effective safety and security on and off the court/field. Work collaboratively and promote teamwork. Practice ethical and professional standards of conduct, including the requirements of confidentiality. Relate effectively with parents, staff, students and the community.

**WORK RELATIONSHIPS:** Reports to Athletic Director or designee. Interactions with school staff, students, parents and community members.

**UNION AFFILIATION:** WRECA

**FLSA STATUS:** Non-Exempt

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This job description, revised **09/2025**, is intended to describe the essential functions of the position, the level of knowledge, skills, and abilities typically required, and the scope of responsibility; however, it should not be considered an all-inclusive list of work requirements. Individuals may perform other related duties as assigned, including work in other functional areas, to cover absences or relieve, equalize work periods, or otherwise balance the workload within the location/district. Changes to the position description may be made at the employer's discretion. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

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Employment with White River School District is on a conditional basis pending: an approved criminal background clearance through OSPI, which includes checks through the Washington State Patrol and Federal Bureau of Investigation; and completion of an Employment Eligibility Verification form (USCIS Form I-9) presenting proof of identity and employment authorization status.

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The White River School District does not discriminate in any programs or activities based on sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal. It provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination: Title IX Coordinator, Sunday Ferris, [sferris@whiteriver.wednet.edu](mailto:sferris@whiteriver.wednet.edu), (360) 829-3823, Section 504/ADA Coordinator, Molly Lutz, [mlutz@whiteriver.wednet.edu](mailto:mlutz@whiteriver.wednet.edu), (360) 829-3959, and Civil Right Compliance Coordinator, Sunday Ferris, [sferris@whiteriver.wednet.edu](mailto:sferris@whiteriver.wednet.edu), (360) 829-3823. White River School District, P.O. Box 2050, Buckley, WA 98321.

I have read and understand, and have received a copy of this job description. My signature acknowledges that I can perform this position's essential and other functions with or without reasonable accommodations.

Employee Printed Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_