TITLE: Head Athletic Coach (High School and/or Middle School)

QUALIFICATIONS: The Head Coach must serve as an appropriate role model for student athletes through their instructions and actions

- 2-3 years of previous coaching experience in assigned sport is preferred
- Has knowledge and background in the assigned sport

REPORTS TO: Athletic Director and respective Principal

GOALS:

- Provide instruction and coach students to develop skills and the ability to excel in the sport.
- Contribute to the education program as a whole and to the growth of students involved in athletics so that they are successfully competitive.
- Providing supervision of students during all aspects of the program
- Serving as a positive role model to the student athletes and representing the York Suburban School District in a well respected manner

ESSENTIAL FUNCTIONS:

- Use a variety of instructional techniques and media to meet the needs and improve the
- abilities of student athletes.
- Manage and supervise athletic activities, contests, and practice sessions to promote individual
- growth in athletic skills, teamwork, discipline, respect, and good sportsmanship.
- Work with other members of school staff to plan and put in place instructional goals and objectives to ensure the overall educational development of student athletes.
- Ensures that all coaches work together toward a common goal within the program.
- Establish performance criteria for competition and evaluate students' athletic abilities initially and on a regular basis.
- Take all necessary precautions to protect student athletes, equipment, materials, and facilities.
- Monitor and enforce student eligibility criteria for extracurricular participation.
- Work with the Athletic Director to schedule competitions and coordinate arrangements.
- Develop and coordinate a continuing evaluation of the coaching program and make changes based on findings and the ongoing needs of the program.
- Accompany and supervise student athletes during athletic competitions in assigned sports on out-of-town trips.
- Instruct and advise students on regulations with regard to academic

requirements for scholarships and recruiting practices.

- Apply and enforce student discipline during athletic contests, practice sessions, and while ontrips off school property in accordance with Student Code of Conduct and student handbook.
- Encourage sportsmanlike conduct in all phases of athletic participation at all times.
- Establish and maintain open communication by conducting conferences with parents, students, principals, teachers, Athletic Director and President.
- Maintain a current inventory of all fixed assets within the program.
- Annually establish and meet performance goals.
- Understands and can articulate roles in admissions, development and advancement.
- The Athletic Director may assign other duties and accountabilities limited to those consistent with the applicable job function.

POSITION SPECIFIC KNOWLEDGE/SKILLS:

- Comprehensive knowledge of the game is paramount.
- Extensive knowledge of current coaching techniques and procedures.
- Knowledge of rules and regulations for designated sport.
- Demonstrated ability to instruct and supervise student athletes.
- Establish a strong rapport with all stakeholders, the community, and colleges/universities through positive representation and communication.
- High level of accountability and organizational skills.

COACHING RESPONSIBILITIES TO THE STUDENTS:

- To demonstrate the character traits of trustworthiness, respect, responsibility, fairness, caring and citizenship.
- Give constant attention to a student athlete's grades and conduct.
- Be present at all practices, games and while traveling.
- Provide assistance, guidance and safeguards for each participant.
- Provide training rules and any other unique regulations of the sport to each athlete who is considered a participant.
- Understand the policies concerning injuries, medical attention and emergencies.
- Direct student managers, student assistants and statisticians.
- Determine discipline, help delineate procedures concerning due process when the enforcement of discipline is necessary and contact parents.
- To foster a desire to win, an attitude of good sportsmanship, personal pride, and pride for their school and community.

EQUIPMENT AND FACILITIES:

- Collect the cost of any equipment lost or not returned.
- Arrange for issuing and storing of equipment and submits to the head coach an annual inventory and current records concerning the same.
- Permit the athletes to only be in authorized areas of the building at the appropriate times.
- Examine the locker rooms before and after practices and games, checking on general cleanliness of the facility.
- Responsible for cleanliness and maintenance of specific sport equipment.

- Secure all doors, lights, windows and locks before leaving the building if custodians are not on duty.
- Instill in each player a respect for equipment and school property, its care and proper use.

TERMS OF EMPLOYMENT:

Part-time seasonal position - pay, work schedule, and other conditions of employment in accordance with current District applicable policies and the York Suburban Educational Support Personnel agreement. This position is not eligible for unemployment compensation benefits drawn on school district wages. Your continued employment is contingent upon continued school operations and will not apply in the event of any disruption that is beyond the control of the district.

The information contained in this job description is in compliance with the American with Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. The individual currently holding this position performs additional duties that may be assigned.

The position specifications described here are representative of those that must be met by an employee to successfully perform the essentials of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The York Suburban School District is an Equal Opportunity Employment Educational/Service Organization.