



HEAD COACH

Position:	Head Coach
Department:	Athletics
Reports to:	Recreation Supervisor-Athletics
Location:	Various Locations
Status:	Seasonal (June-August)
Hourly Wage:	\$12.64-\$16.00 hourly

Nature of Work

Under the direction of the Recreation Supervisor - Athletics, this position is responsible for coaching a specified team.

Essential Functions

- Trains and conditions athletes by explaining and demonstrating principles, techniques, and methods of regulating movement of body, hands, and feet to achieve proficiency.
- Observe athletes during practice to detect and correct mistakes.
- Explains and enforces safety rules and regulations
- Explains method of timekeeping
- Organizes and conducts practice sessions and competitions
- Purchases, sells, maintains, or repairs equipment
- Keeps record of receipts and expenditures
- Teaches history and purposes of sport
- Communicates with athletes, parents and community
- Coordinate with coaches of opposing teams
- Coordinate with host agencies at meets
- Encouraged to attend a coaches' teaching clinic
- Must possess a highly defined focus towards both internal and external guest service
- Teaches fundamental skills and rules of game, teamwork and sportsmanship

Management & Supervisory Duties

- Supervise assistant coach(es)
- Schedule the hours of assistants
- Reviews and authorizes time sheets for the subordinate coaching staff

Illustrative Examples of Duties

- Plan and direct athletic skill development for athletes.
- Coordinate all activities in preparation for competition

Skills

- Excellent customer service skills
- Excellent written and verbal communication skills
- Must be highly motivated, organized and creative
- Excellent problem solving skills





Knowledge

- Extensive knowledge of the rules, techniques and skills for the specified sport
- Knowledge of District policies and procedures
- Basic knowledge of MS Word

Abilities

- Understanding of age appropriate conditioning
- Coaching and teaching ability

Required Training, Experience & Qualifications

- Preferred Bachelor's degree (BS degree) in Exercise Science, Exercise Physiology, Kinesiology or related area with emphasis in coaching; or similar experience
- CPR and first aid certification
- Previous coaching or teaching experience is preferred

*Please note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with this job.

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