

POSITION DESCRIPTION

Whiteriver Unified School District

TITLE: *Head Athletic Coach*

CONTRACT TERMS: *Seasonal*

SALARY CLASSIFICATION: *Athletic Addendum*

GENERAL STATEMENT OF RESPONSIBILITIES:

To coordinate all aspects of the assigned interscholastic sport and to work cooperatively with all personnel in maintaining a quality program within the policy framework of the school district. To help each participating student achieve a high level of skill, an appreciation for the values of discipline and sportsmanship and an increase level of self esteem.

PRINCIPAL DUTIES:

Is responsible for all matters pertaining to the organization and administration of the coaching of the team under his/her direction

Enforces all the rules of the AHS handbook, AHS athletic handbook, school, region, and state as they pertain to the respective sport and the AIA

Follows proper procedures in handling disciplinary problems as describe in the AHS athletic handbook

Plans and supervise safe and effective practice sessions

Demonstrates the ability to motivate the team and individual players, commands respect of the players and instills a positive attitude towards self, team, and the sport on the part of individual players

Is responsible for each player under his/her jurisdiction completing and signing a parental permission, physical examination, and consent for emergency medical treatment form prior to the athletic beginning practice, forms are to be returned to the athletic director
Coaches must carry a copy of the emergency medical treatment form with them to all away events

Be responsible for each player under his/her jurisdiction signing and returning the Athletic Handbook sign off page, sign off page is to be returned to the athletic director

Follows school policies in regards to handling injuries and emergency situations, all serious injuries must be reported immediately to the athletic director

Selects, trains and supervises reliable student team mangers and provide names of such to the athletic director

Assume responsibility for conduct of team members at all events; models and strives to build good sportsmanship among players, coaches and fans

Accompanies and supervises team to and from all contests

Cooperates with the athletic director, school administration, fellow coaches and students to promote the best interest of the entire athletic program

Works with the athletic director in the appointment and dismissal of assistant coaches

Conducts meetings with assistant coaches to assign duties and coordinate coaching methods at different levels
Evaluates assistant coaches at the conclusion of each respective season
Maintains an accurate inventory of uniforms and supplies and such to the athletic director, a complete inventory must be turned in at the conclusion of the season
With the assistance of the athletic director, draft and submit a budget for sports' needs, equipment and supplies for the next season and follows school and district policy
Continually updates and submits to the athletic director a current roster
Supplies an updated traveling team roster to the attendance clerk and all teachers, sport date of event and departure time from class should also be included
Assists the athletic director in tracking athletic academic eligibility
Performs such other tasks and assumes other responsibilities regarding athletics as assigned by the athletic director and/or administration
Follows the AIA Coach's Code of Ethics

QUALIFICATIONS

ACCEPTABLE EDUCATION, TRAINING & EXPERIENCE:

Bachelors Degree

AZ Teaching Certificate or AZ Coaching Certificate

Experience and/or education in the athletic activity being supervised

PHYSICAL REQUIREMENTS:

Sports equipment

COMMITMENT & DEPENDABILITY:

Willingness to be an integral member or a successful team;

Dedication to provide the highest level of service;

Adherence to policies and procedures.

PERFORMANCE EXPECTATIONS

TIME MANAGEMENT: Must plan two to twelve weeks in advance.

STRESS MANAGEMENT: Low stress with time deadlines.

PUBLIC CONTACT: Interacts primarily with students and the general public

RESPONSIBILITY: Must use own initiative and judgment; responsible for valuable equipment.

EVALUATION PROCEDURES: In accordance with provisions specified in governing board policy.

SUPERVISION RECEIVED: AHS Principal

SUPERVISION GIVEN: None