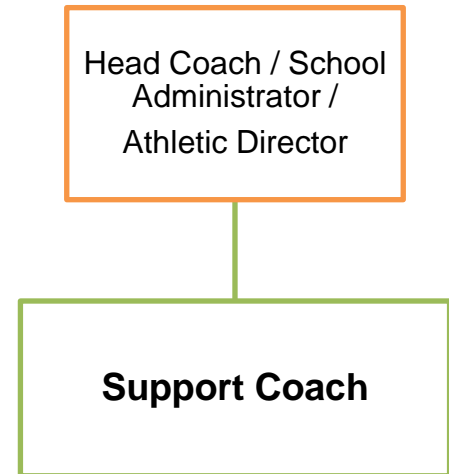


SUPPORT COACH

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| Job Title: | Support Coach |
| Initial: | April 12, 2018 |
| Revised: | N/A |
| Work Year: | Scheduled days based on season |
| Office: | Education |
| Department: | Assigned school |
| Reports To: | Head Coach / School Administrator / Athletic Director |
| FLSA Status: | Volunteer paid a nominal stipend |
| Pay Schedule: | Educational Support Personnel |

Related Organization Chart



POSITION SUMMARY: The Support Coach aids an assigned sports program and performs duties assigned which supports the goals of that program, the athletic department and school. Assists with coaching students in fundamentals and techniques of the sport. Adheres to the rules, regulations and policies of District 49. Stays current and abides by all CHSAA/NFHS rules and expectations.

The Support Coach will be assigned to one of three levels: Advanced Support Coach, Regular Support Coach, or Assistant Support Coach. Such assignment is at the discretion of the athletic director and dependent upon the average number of hours assigned per week during the season.

Advanced Support Coach will be assigned approximately 25 – 30 hours per week.

Regular Support Coach will be assigned approximately 15 – 25 hours per week.

Assistant Support Coach will be assigned approximately 5 – 15 hours per week.

Support Coaches may perform all or a portion of the duties listed below dependent upon the need of the program and at the discretion of the Head Coach or Athletic Director.

ESSENTIAL DUTIES & RESPONSIBILITIES

The following statements of essential functions and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position. Actual duties and responsibilities may vary depending on building assignment and other factors.

- Assists with instructing and demonstrating fundamental skill sets and techniques necessary for individual and team achievement.
- Assists with conditioning of players to achieve maximum athletic performance.

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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- Assists with developing each athlete's potential and obtains maximum performance.
 - Assists in coaching and instructing players, individually or in groups, regarding the rules, regulations, and equipment of the sport.
 - Assists with enforcing rules and regulations, adhering to district and school policies, procedures and guidelines.
 - Travels with student athletes on the team bus both to and from games.
 - Assists with supervising students in locker rooms and ensures appropriate behavior.
 - Assists in overseeing the safety conditions of the facility or area in which the assigned sport is conducted at all times students are present.
 - Assists in enforcing discipline and sportsmanlike behavior at all times. Assists in establishing and overseeing penalties for breach of such standards by individual students.
 - Supports the achievement of academic excellence.
 - Interacts thoughtfully and courteously with students, staff, parents, fellow coaches, and officials and resolves conflict in a professional manner.
 - Professionally represents the school and the district in interactions with student, parents, community, staff and the media.
 - Models good leadership and demonstrates high standards of sportsmanlike conduct.
 - Aids in game management, statistical, film and equipment tasks.
 - Performs other duties as assigned.

Supervision & Technical Responsibilities: This position has no supervisory responsibilities.

Budget Responsibility: This position has no budget responsibilities.

QUALIFICATIONS

The requirements listed below are representative of the education, experience, knowledge, skills, and/or abilities required for this position:

Education & Training:

- Experience and special training as determined by specific sport preferred.

Experience:

- High school or college playing experience is preferred.
- Experience in coaching specific sport is preferred.

Knowledge Skills & Abilities:

- In-depth knowledge of specific sport assigned.
- Excellent organization and communication skills.
- Ability to communicate effectively with stakeholders within and outside the school environment.
- Excellent oral and written communication and interpersonal relation skills.
- Basic math skills.
- Customer service and public relations skills.
- Critical thinking and problem solving skills.
- Organizational skills.
- Ability to manage multiple priorities and tasks with frequent interruptions.
- Ability to maintain excellent attendance.
- Ability to understand and follow complex oral and written instructions.

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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- Ability to perform responsibilities without the necessity of close supervision.

Certificates, Licenses, & Registrations:

- Criminal background check required for hire.
- Successful completion of the A.C.E., first aid and CPR training.
- CHSAA Certification.

OTHER WORK FACTORS

The physical demands, work environment factors and mental functions described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Physical Demands: The work is performed in schools and practice/playing areas and has periods of moderate physical activity. Typical positions require employees to walk or stand for long periods; lift and carry up to 30 pounds; bend, kneel and crouch, reach, hold and grasp. The work requires the ability to speak normally and to use normal or aided vision and hearing.

Work Environment: While performing the duties of this job, the employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually moderate to loud.

Mental Functions: While performing the duties of this job, the employee is regularly required to instruct, communicate and use interpersonal skills; frequently required to compare, analyze, synthesize, evaluate, compile and negotiate.