

	Aberdeen Catholic School System
	Head Coach Job Description 005.10

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Head Coach

EMPLOYMENT TERM:

Season in accordance with SDHSAA or local guidelines

REPORTS TO:

Activity Director

REQUIREMENTS

A. Education Level:

Bachelor's Degree plus a theory of coaching or coaching principals and prevention and care of athletic injuries or coaching first aid or a qualified first aid course.

B. Experience Desired:

Previous participation and/or appropriate coaching experience.

C. Other Requirements:

Demonstrate a genuine and up-to-date knowledge of the sport including fundamentals, rules and strategy. Maintain coaching philosophy consistent with the Aberdeen Catholic Schools. Demonstrated skills in human relations, leadership, and conflict management. Ability to communicate effectively and relate well with students, school personnel, and parents. Maintain a high degree of confidentiality.

D. Other Requirements:

Possess a sufficient strength, agility, dexterity, mobility to carry out all performance responsibilities.

ESSENTIAL FUNCTIONS AND DUTIES

- Support the philosophy and mission of the Aberdeen Catholic School System: Instilling Catholic values and promoting academic excellence by nurturing mind, body, and soul.

OBJECTIVES:

1. To recognize the importance of working hard and working together to develop God-given talents.
2. To assist participants in dealing with adversity and success in a positive way.
3. To demonstrate and work to instill pride in self, team, school, and community.
4. To model Catholic values including good sportsmanship by respecting teammates, coaches, officials, and opponents.
5. To promote the value of activities and involvement to students, parents, staff, and community.

GENERAL:

- Assume responsibility for the entire program, grades 7 through 12. Will coach the varsity team and supervise all other coaches within the program. Will give guidance to all other coaches within the program. Will, under the direction of the Activity Director, assist in the evaluation of all coaches in the program.
- Assist the Activity Director in the selection and assignment of all assistant coaches.
- Assist the Activity Director in: formulating schedules, purchasing equipment, uniforms, and supplies, ensuring each student has met all requirements for physicals, physical updates, permission slips, and other eligibility requirements.
- Consult with Activity Director in identifying other teams that would improve our teams' competitiveness.
- Assist the Activity Director in preparing all budgetary considerations for the sport.
- Assist the Activity Director in preparing new facilities or modifying existing areas.
- Develop, organize, and execute all off-season camps, contacts, etc.
- Develop and implement a lettering system within the guidelines provided by the Athletic Department.
- Supervise and maintain locker room and practice areas to ensure the health and safety of the athletes.
- Supervise the athletes at competitive events.
- Coordinate transportation to events.
- Assist the trainer in the rehabilitation/supervision of injured athletes.
- Care for, maintain, and inventory all equipment and uniforms within the program. Levy and arrange for the collection of fines for lost equipment or uniforms.
- Cooperate and maintain a positive relationship with the media.
- Attend booster functions within their sport.
- Operate within the constitution and by-laws of the South Dakota High School Activities Association and the Northeast Conference.

- Stay current on current trends in their sport and within the Athletic Department.
- Assist the Activity Director in staff development.
- Work closely with maintenance, grounds, and janitorial personnel.
- Maintain active membership in the state coaching organizations for their sport and athletics in general.
- Prepare a proper itinerary for the Athletic Office, assistant coaches, parents and athletes for all events that involve overnight trips.
- Cooperate and maintain a positive relationship with other sport coaches and work to promote the overall development of the entire Athletic Department.
- Perform other duties as assigned by the Activity Director or principals involved.

Adopted: November 2005
Revised: November 2013