



JOB DESCRIPTION

ATHLETIC COACH - TRINITY HIGH SCHOOL

GRADE 13

FLSA: EXEMPT

NATURE OF POSITION:

Position is responsible for coaching student athletes in game strategies and techniques to prepare them for athletic competition. Position motivates student athletes to develop an appreciation of the sport and supervise students under their control in keeping with Trinity High School's Catholic character and Gospel values.

REPORTING FUNCTION:

Reports to Principal & Athletic Director

JOB DESCRIPTION:

- Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport.
- Assesses player skills and assigns team positions.
- Develops a regular practice schedule and organizes practice time to provide both individual and team development.
- Works with the athletic director in scheduling facilities for practices and competition.
- Assigns duties to assistant coaches as necessary.
- Coaches and instructs players, individually or in groups, regarding the rules, regulations, equipment, and techniques of the sport.
- Observes players during competition and practice to determine the needs for individual or team improvement.
- Determines game strategy based on the team's capabilities.
- Establishes and maintains standards of pupil behavior and provides proper supervision of athletes at all times.
- Monitors the academic performance of team members to ensure that eligibility requirements are met; encourages student athletes to maintain a high academic standard.
- Follows established procedures in the event of an athlete's injury.
- Conferences with parents/guardians, as necessary, regarding the athletic performance of their student.
- Follows state, regional, district, and school regulations governing the athletic program.
- Models sportsman-like behavior and maintains appropriate conduct towards players, officials, and spectators.
- Acts as a team representative and promotes the sport by communicating with the news media, booster clubs, service clubs, and other organizations.



- Follows established procedures for the proper care, maintenance, and requisitioning of equipment, supplies, and uniforms.
- Works with the athletic director to develop a policy for awards and submits a list of award winners at the end of the season.
- Participates in special activities to include parent's night, banquets, award nights, and pep assemblies.
- Maintains eligibility forms, emergency data cards, insurance records, equipment inventory, and other related records.
- Models nondiscriminatory practices in all activities.
- Encourages student athletes in developing their faith, and in upholding Christian values.
- Complies with state and diocesan policies and fulfills all training requirements
- Attends staff development meetings, clinics, and other professional activities to improve coaching performance.
- Performs any other related duties as assigned by the Principal & Athletic Director or other appropriate administrator.

EXPERIENCE & EDUCATION:

1. Coach: Sufficient education to meet knowledge, skills, and abilities.

A high school coach has to be familiar with the rules and regulations of the sports they plan on coaching. This is acquired through playing and studying the sport. There are no specific education requirements for a high school, but many possess a bachelor's degree in sports science, exercise, kinesiology, fitness, physical education or physiology.

A coach has to be trained in cardiopulmonary resuscitation (CPR) and partake in any necessary training or education programs required by the state.

A high school coach must possess leadership skills and be able to set an example for the players. Must have excellent communication skills allowing them to inspire players and work with them on improvement. Meets all diocesan employment requirements

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, and talk or hear. The employee frequently is required to use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to climb, balance, stoop, kneel, crouch, run, throw, catch, bend, crawl, squat, twist, tumble, swing, stretch, push, pull, reach, grasp, etc., in a repetitive manner for periods of time, possibly as long as 20-30 minutes. The



employee must be able to demonstrate athletic movement and sports skills and participate in sports activities with moderate to extensive levels of physical stress. Depending on the sport the employee must occasionally lift and/or move up to 100 pounds. Specific abilities required by this job include distance vision, and peripheral vision, the ability to hear conversations in quiet and noisy environments, and the ability to speak clearly in order to exchange information. The employee will frequently interact with the public and other staff and occasionally work extended hours. Some driving is necessary.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is often exposed to outside weather conditions. The noise level in the work environment is usually moderate to loud. The employee is required to interact occasionally with dissatisfied or abusive individuals. The employee is directly responsible for the safety, wellbeing, and work output of students.

The information contained in this job description is for compliance with the Americans with Disabilities Act and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.