

## **ASSISTANT COACH**

### **General Summary**

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Assists with supervision of program for all competition levels in assigned sport.

### **Essential Functions**

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1. Assists in instructing and demonstrating skill sets and techniques necessary for individual and team achievement in sport.
2. Assists in teaching competitive skills in an appropriate manner and conducts organized practices.
3. Assists in facilitating team activities, practices, games, and off-season sport related activities.
4. Attends or participates in all activities deemed necessary by the Athletic Director, in order to accomplish the objectives of the position and for professional achievement.
5. Be able to take direction from head coach and work collaboratively on solutions.

### **Other Functions**

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1. Participates in a variety of activities to enhance personal and professional skills.
2. Performs related tasks consistent with the scope and responsibility of the position.

### **Minimum Qualifications**

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1. Valid First Aid card with CPR/AED endorsement and Hep B/HIV training.
2. Previous experience coaching preferred but not required.
3. Must be able to lift sports equipment and materials up to and in excess of 50 lbs.

### **Required Knowledge, Skills and Abilities**

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KNOWLEDGE of WIAA rules and regulations governing applicable sports/co-curricular program; SCSD policies and procedures to maintain and build a competitive co-curricular program; SCSD Athletics Handbook and Code of Conduct; WIAA Coaches Code of Conduct, Coaching Standards Practice, and Coaches Philosophy and Requirements.

SKILL in proficiency in reading, writing, and oral communications; effective communication with parents or guardians, students, and other staff; designing and implementing practices for students having a wide range of athletic abilities.

ABILITY to deal with students in a positive and confident manner; be fair and consistent when working with a culturally, racially, and economically diverse student population; adapt to change and remain flexible; organize activities; enforce discipline policies, academic eligibility, and emphasize sportsmanship and healthy lifestyles; manage student behavior; use good judgement to maintain a safe learning environment; provide instruction and demonstrate techniques; use necessary equipment,

computers, or software; establish and maintain effective, positive working relationships with students, parents or guardians, staff and administrators.

### **Working Conditions**

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Required to deal with a wide range of athletic abilities; required to remain flexible to meet athletes immediate needs; required to handle multiple tasks simultaneously and prioritize; may experience frequent interruptions; may occasionally deal with distraught or difficult athletes; potentially exposed to ordinary infectious diseases carried by athletes; in some positions the necessary and appropriate instructional methods may require specific positions and movements, and sufficient stamina and exertions, to demonstrate techniques properly for athletes safety, or to conduct or direct athletes.

### **Conditions/Disclaimer**

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The above statements are intended to describe the general nature and level of work being performed by those assigned to this position and are not to be construed as an exhaustive list of all responsibilities, duties and skills. Employees may be required to perform duties outside of their normal responsibilities from time to time as needed.

District employees are not authorized to make promises of employment for a particular period of time, or promises of a particular level of compensation or benefits to job applicants for certified or classified positions, and that any such agreement must be in writing and signed by the Superintendent. Any verbal or written statements to that effect by district employees other than the Superintendent are null and void.

Additionally, nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.