



## Job Profile

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|-------------|-------------------|
| Job Title:  | Athletics Coach   |
| Department: | Athletics         |
| Reports to: | Athletic Director |
| Date:       | 11/10/20          |

### Job Status:

|                                    |  |
|------------------------------------|--|
| Exempt <input type="checkbox"/>    | Non-Exempt <input checked="" type="checkbox"/> |
| Full-time <input type="checkbox"/> | Part-time <input checked="" type="checkbox"/>  |

### General Summary

*What is the primary purpose of this position?*

Based on their sport specialization, qualified coach candidates would be responsible for the oversight of training and competitions as well as supporting the implementation of program goals and objectives. The position is often responsible for introducing athletes to the fundamentals and strategies of the sport. All coaches are responsible for creating and nurturing a physically and emotionally safe environment for their athletes. In addition, the coaches will be responsible for character development and providing direction to student athletes so that they might achieve a high level of skill as well as an appreciation for discipline, sportsmanship, and teamwork. This job requires you to interact thoughtfully and respectfully with student athletes, fellow coaches, staff, parents and community as well as follow the mission of the school.

### Essential Responsibilities

*List all major job functions performed on a regular basis.*

**All areas of responsibility must be operated consistent with the Catholic mission of the school.**

1. Follow and uphold the policies and mission statement of the St. Francis Athletics Department, the Delta League, the CIF Sac-Joaquin Section, the California Interscholastic Federation (CIF), and the National Federation of State High School Associations (NFHS)
2. In coordination with the coaching staff, assist in the planning, organizing, and direction of the St. Francis Athletic program including the scheduling of practices, competitions, ceremonies, and post-season awards banquet.
3. Instruct and demonstrate skill sets and techniques necessary for individual and team development for the student athletes.
4. Ensure that program/team rules and regulations regarding conduct and eligibility of the athletes are clearly communicated and followed.
5. Assist the coaching staff in the planning, organizing, and implementation of tryouts for the program; including coordination of thoughtful communication to the participants regarding final selections. Maintain the integrity of the selection process.



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6. Coordinate with the coaching staff regarding any off-season training programs including scheduling dates for summer camps/practices, competitions, and pre-post tryout informational parent meetings.
7. In conjunction with the coaching staff, facilitate informational parent meetings at the beginning of the season for all levels.
8. Create a safe environment conducive to learning and appropriate for the physical, social, and emotional development of students.
9. Model good sportsmanship behavior and maintain appropriate conduct towards opposing teams, fans, parents, officials, spectators, and the community.
10. Implement positive communication strategies, organizational skills, and safety.

### Job Specifications/Requirements

*List skills/experience required for adequate performance in this position. List preferred experience and skills, if any.*

#### Education:

Bachelor's Degree or Equivalent Experience required.

#### Job experience:

Coaching experience required, dependent upon level of position.

#### Technical/Functional skills:

1. Strong teamwork and team-building skills.
2. Design game plans, practice plans, and assign positions.
3. Understand aspects of health, nutrition, exercise science and physical education, particularly as they relate to the adolescent, female athlete.
4. Strong organization and administration skills including oversight of assistant coach(es).
5. Ability to effectively communicate verbally and in writing.
6. Strong listening skills.
7. Ability to prepare and condition athletes both physically and mentally.
8. Demonstrated mentoring and motivating skills, encouraging student empowerment and academic success.
9. Ability to work and contribute to an environment of mutual respect and collegiality.

#### Other Requirements:

- Other duties may be required as needed.