

NYE COUNTY SCHOOL DISTRICT – Human Resources Department

Head Coach

FLSA Status: NON-EXEMPT

Classification: Classified

Terms of Employment: Per individual seasonal contract – Stipend Position

JOB GOAL: To help each participant achieve a high level of skill, an appreciation for the value of discipline and sportsmanship, and an increased level of self-esteem.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented with other duties as assigned by the Supervisor.

1. Coaches individual participants in the skills necessary for achievement in the sport involved.
2. Plans a regular program of practice.
3. Works closely with the Athletic Director in schedule athletic contests.
4. Models nondiscriminatory practices in all activities.
5. Recommends the purchase of equipment and supplies when appropriate.
6. Maintains eligibility records, rosters, inventory and other forms as directed by the Athletic Director and/or Principal.
7. Oversees the safety conditions of the facility or area in which the sport is conducted at all times that student athletes are present.
8. Establishes performance criteria for the sport.
9. Enforces discipline and sportsmanlike behavior at all time.

POSITION EXPECTATIONS

Knowledge, Skills and Abilities:

1. Knowledge of correct English usage and grammar.
2. Knowledge of basic math.
3. Knowledge of educational, behavioral and emotional principles and techniques.
4. Familiar with and understands FERPA, HIPAA, and other confidentiality situations and guidelines in the educational setting.
5. Familiar with and assists with implementation of all district policies and administrative regulations as related to specific assignment.
6. Recognizes and reports hazards, and conforms to safety standards as prescribed.
7. Recognizes and notifies administrators of unauthorized persons on campus, and/or of issues that require immediate attention.
8. Familiar with district and site emergency/crisis response procedures, plans and drills (e.g. fire drills, bomb threats, lock-downs, etc.).

POSITION REQUIREMENTS

Education, Training, and Experience:

1. High School Diploma or equivalent

Licenses and Certifications:

1. Current CPR/First Aid/AED certification
2. Valid Nevada Driver License

Screening and Compliance:

1. Ability to pass State and Federal criminal background check
2. Compliance with NCS D Drug and Alcohol Testing Policy

WORK ENVIRONMENT:

Strength: Sedentary/medium-exert force to 50 lbs. occasionally; 10-25 lbs. frequently; up to 10 lbs. constantly; or a negligible amount of force to frequently lift, carry, push, pull or move objects.

Head Coach

Revised 3/13/17 ip

Physical Demands: Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Occasional climbing and balancing. Requires mobility to work in a typical office/classroom setting, and use standard office equipment. Requires hearing and speech to communicate in person, via video conference, or over the telephone.

Vision: Frequent use of vision near acuity, occasional far acuity, depth perception, focal length change, and color vision. Vision to read printed and on-line materials, VDT screens and/or other monitoring devices.

Environmental Conditions: Varies from a climate-controlled office/classroom setting to work outdoors in temperatures ranging from mild/moderate to extreme. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards: Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment). May be required to diffuse threatening situations/confrontations.

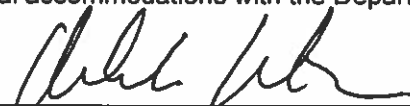
Working Conditions: Classroom or suitable workspace with supplies and equipment necessary to carry out the functions of the position description.

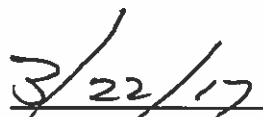
Equal Opportunity Employer

Nye County School District is an Equal Opportunity Employer. Nye County School District does not sanction or tolerate discrimination in any form on the basis of race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard.

Americans with Disabilities Act

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Candidates are encouraged to discuss potential accommodations with the Department of Human Resources.

Approved by:  _____
Superintendent

 _____
Date

Acknowledgment

I have read and understand the requirements of my job.

Employee Name: _____

Employee Signature: _____

Date: _____

Administrator/Human Resources Name: _____

Administrator/Human Resources Signature: _____

Date: _____