

Sunflower County Consolidated School District

Miskia Davis, Interim Superintendent

"United For Excellence"



JOB DESCRIPTION

TITLE: Assistant Athletic Coach

QUALIFICATIONS:

- Valid teacher certification
- Demonstrated interest in and aptitude for performing tasks
- Valid commercial driver's license
- Such alternative to the above qualifications as the SCCSD Board may find appropriate and acceptable
- Good physical condition with the ability to lift 10 pounds

REPORTS TO: Athletic Coach, School Principal, Assistant Athletic Director, and Athletic Director

SUPERVISES: N/A

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

PERFORMANCE RESPONSIBILITIES:

- Coach individual participants in the skills necessary for excellent achievement in the sport involved
- Plan and schedule a regular program of practice in season
- Work closely with athletic director in scheduling interscholastic contests
- Recommend purchase of equipment, supplies, and uniforms
- Maintain necessary attendance forms, insurance records, and similar paperwork
- Oversee the safety conditions of the facility or area in which assigned sport is conducted at all times that students are present
 - Maintain the grounds/surface of the facility in which assigned sport is conducted
 - Ensures all fields are ready for games played at the facility
 - Cuts lawn
 - Keeps bleacher area clean and free of debris
 - Lines the field
 - Keeps area around the field free of debris and litter
 - Keeps track area free of debris and litter
 - Keeps field house clean and free of debris and litter
 - Maintain all grounds associated and around facility in which assigned sport is conducted
- Drive school bus to and from athletic activities and events associated with the sport that he/she is assigned to coach

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- Assist in establishing student eligibility in interscholastic competition in his sport
- Enforce discipline and sportsmanlike behavior at all times, and establishes and oversees penalties for breach of such standards by individual students
- Keep abreast of current trends and changes of rules and regulations in the area of assigned responsibility
- Establish and maintain a professional working relationship with all coaches and players
- Perform such other tasks and assumes such other responsibilities as requested by his/her supervisor(s)

TERMS OF EMPLOYMENT: Salary and work year established by SCCSD School Board.

EVALUATION: Performance of this job will be evaluated bi-annually by the Superintendent.

Approved by: SCCSD School Board Date: _____

Reviewed and agreed to by: _____ Date: _____
(Employee)

_____ Date: _____
(Supervisor)