

## **Job Description**

### **BOARD OF EDUCATION DENVERVILLE**

**TITLE:** ATHLETIC COACH

- QUALIFICATIONS:**
- 1. Valid New Jersey Instructional Certificate or eligibility\* or County Substitute Certificate\*\***
  - 2. Minimum experience as determined by the board**
  - 3. Demonstrated knowledge of the sport, sports training and conditioning, injury prevention and management and the principles of human growth and development**
  - 4. Ability to maintain a positive learning environment and high standards of conduct for athletes**
  - 5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status**

*\* Current employment by a board of education is required if coaching or instruction will take place during any part of the school day including recess.*

*\*\* Upon approval of the county superintendent, a holder of a county substitute certificate may be employed for a designated sports season.*

**REPORTS TO:** Athletic Director/Principal

**SUPERVISES:** All team members

**JOB GOAL:** To provide leadership in the development and improvement of the sport program by developing athletes' knowledge, skills, sportsmanship, and motivation to excel.

#### **PERFORMANCE RESPONSIBILITIES:**

- 1. Coaches individual participants in the skills necessary for success in the sport involved.**
- 2. Assists the athletic director in making arrangements for athletic competitions and related transportation.**
- 3. Recommends the purchase of equipment, supplies and uniforms as appropriate.**

4. **Assumes responsibility for team members under his/her supervision; promotes good sportsmanship and enforces all rules and regulations. Complies with board-adopted emergency medical procedures for all practice sessions and competitive levels.**
5. **Assumes responsibility for the selection of team members and verifies their eligibility according to established physical and academic requirements of eligibility for participation in each sport; obtains written parent permission for students to participate and files team member records with the athletic director.**
6. **Assists the athletic director in the preparation and administration of the athletic program budget; prepares a budget for the assigned sport.**
7. **Plans and schedules a regular program of practice in season and attends all contests of the assigned sport.**
8. **Oversees the safety conditions of the facility or area in which the assigned sport is conducted at all times that students are present.**
9. **Assumes responsibility for all team equipment during practice and contests and assists in the distribution and collection of athletic gear.**
10. **Upholds and enforces school rules, administrative regulations and board policy and all NJSIAA rules and regulations governing sports.**
11. **Performs other duties which may be within the scope of his/her employment and certification as may be assigned.**

**TERMS OF**

**EMPLOYMENT:**      **Salary and work year to be determined by the board of education.**

**EVALUATION:**      **Performance of this job will be evaluated annually in accordance with state law, administrative code and the provisions of the board's policy on evaluation of coaching staff.**

**APPROVED: June 1, 2009**