

Head Coach

Hired by: Athletic Director/Superintendent
Evaluated: Annually
Schedule: Seasonal

Reports to: Athletic Director
FLSA: Exempt
Supervises: Athletes

The head coach at Worthington Christian Schools is to live and coach in such a way so that student-athletes are led to righteousness in every area of life, and in particular their athletic development. It is the coach's responsibility to discharge the following duties:

Spiritual Maturity

1. Publicly profess a faith in Jesus Christ as Lord and Savior.
2. Actively engage in the life and ministry of an evangelical church.
3. Pursue a life of spiritual development through regular study of scripture and prayer.
4. Demonstrate the fruit of the Spirit as a byproduct of a growing faith.
5. Believe and support the school's statement of faith.
6. Strive to actively disciple student-athletes in his/her program.
7. Agree to abide by the Lifestyle Statement.

Professional Responsibilities (essential)

1. An extensive knowledge and background of the sport that he/she is coaching
2. Ability to communicate ideas and directives clearly and effectively both orally and in writing
3. Knowledge of child development and an understanding of age appropriate tasks
4. Create a Christ-centered environment characterized by love, respect, and rightful authority
5. Model a life that is a positive example for athletes, the student body and community
6. Integrate biblical truth and worldview into practice plans and other team functions
7. Exercise appropriate discipline with a redemptive goal
8. Follow the athletic policy (handbook) so there will be consistency in dealing with athletes in a fair and firm manner
9. Communicate/discuss any potential discipline or suspension of an athlete with the athletic director prior to any decision being made
10. Maintain appropriate confidentiality when handling student and school family information
11. Plan and conduct a preseason parents meeting and a post season banquet
12. Construct and execute daily and weekly practice schedules
13. Communicate daily and weekly with athletes and parents through email, phone calls, and meetings details and changes as it relates to schedules, transportation and policies.
14. Ensure the safety of students
15. Notify parents of athlete(s), the school trainer and the athletic director when injuries occur
16. Responsible for all equipment and inventory in conjunction with the athletic director
17. Responsible for handing out, collecting, cleaning and storage of equipment
18. Set up itineraries and bus schedule for away games
19. Carry emergency medical information for each athlete at all activities including practices, games and team functions
20. Be present at all practices and contests or have a designated coach in charge until all players have left the field or building
21. Cooperate with other sports coaches to develop a total athletic program
22. Work cooperatively with the teaching staff, administration and parents
23. Implement a youth program each year (camps, leagues, clinics)
24. Oversee the middle school teams and coaches within your program
25. Work cooperatively with the athletic director

Other Duties and Responsibilities

1. Submit required lists and reports (roster for eligibility and for programs) to the Athletic Director in a timely manner with all the required information
2. Assist in the collection of required student athlete forms (physicals, EMF, and code of conduct)
3. Set up scouting procedures and schedules
4. Completely discuss procedures and responsibilities with assistant coaches
5. Keep abreast of new techniques and innovations by attending clinics and reading material
6. Promote the program to the students, parents and community
7. Assist in the recruitment, interviewing, hiring and training of assistant coaches
8. Assist the Athletic Director in scheduling contests
9. Other duties as assigned by the Athletic Director

Professional Requirements

1. High School graduate or equivalent
2. Solid communication skills
3. Exceptional organizational and time management skills
4. Experience preferred
5. Ability to work in a team environment
6. Obtain/maintain all necessary state coaching requirements (NFHS class, CPR, Sports First Aid, PAV Permit and background checks)
7. Complete all required training in the areas of reporting suspected child abuse, coercion, bullying, etc. as required by WCS and the state
8. Effective, active listening skills

Typical Physical Activities

WORKING ENVIRONMENT	OCCASIONAL	FREQUENT	DAILY
Outdoor Duty			
Cold (50 deg. F or lower)		X	
Heat (90 deg. F or higher)		X	
Gases/Fumes/Dust	X		
Chemicals/Solvents	X		
Noise		X	
High stress		X	
Interruptions		X	
Overtime necessary		X	
Climbing stairs	X		
Crawling	X		
Standing			X
Sitting			X
Walking			X
Running	X		
Kneeling	X		
Bending		X	
Reaching over shoulder		X	
Reach chalkboard height		X	
Pushing		X	
Pulling		X	

MOVING HEAVY ITEMS	OCCASIONAL	FREQUENT	DAILY
Lifting/Lowering			
Up to 20 lbs.			X
Up to 50 lbs.	X		
More than 50 lbs.	X		
Lifting over shoulder			
Up to 20 lbs.		X	
Up to 50 lbs.	X		
More than 50 lbs.	X		
Carrying			
Up to 20 lbs.			X
Up to 50 lbs.	X		
More than 50 lbs.	X		
OPERATE MACHINERY			
Telephone			X
Fax	X		
Copier	X		
Computer			X
Printer	X		
Calculator	X		
AV Equipment	X		
Other (please list)			
OTHER REQUIREMENTS			
On-time arrival			X
Regular attendance			X
Summon emergency help	X		
Apply CPR/First aid	X		
Lead field trips	X		
Communicate data			X
Prepare reports	X		
Visual acuity: Near			X
Visual acuity: Far			X
Color discrimination		X	
Speak clearly			X
Hear clearly			X
Manual dexterity			X
Eye/hand coordination			X
Driving	X		

Name

Date