

## **Assistant Coach Job Description**

*Hired by: Athletic Director*

*Reports to: Head Coach/Athletic Director*

*Evaluated: Annually*

*Supervises: None*

*FLSA: Exempt*

*The assistant coach at Worthington Christian School 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. The assistant coach is to lead, promote, and facilitate student athletes to achieve maximum potential in the chosen sport by instilling ethical values, teamwork and a winning attitude. In addition, his/her role is to assist the head coach in the organization of practices and meetings and also teach and promote the fundamentals of the sport. It is the coach's responsibility to discharge the following duties:*

### **Spiritual Maturity**

- Publicly profess a faith in Jesus Christ as Lord and Savior*
- Actively engage in the life and ministry of an evangelical church*
- Pursue a life of spiritual development through regular study of scripture and prayer*
- Demonstrate the fruit of the Spirit as a byproduct of a growing faith*
- Believe and support the school's statement of faith (Statement of Faith of the Fellowship of Grace Brethren Churches.)*
- Strive to actively disciple student-athletes in his/her program*
- Agree to abide by the Lifestyle Statement*

### **Professional Responsibilities (essential)**

- Create a Christ-centered environment characterized by love, respect, and rightful authority*
- Model a life that is a positive example for athletes, the student body and community*
- Integrate biblical truth and worldview into practice plans and other team functions*
- Follow the athletic policy (handbook) so there will be consistency in dealing with athletes in a fair and firm manner*
- Support decisions made by the head coach*
- Maintain appropriate confidentiality when handling student and school family information*
- Obtain/maintain all necessary state coaching requirements (NFHS class, CPR, Sports First Aid, PAV Permit and background checks)*
- Complete all required training in the areas of reporting suspected child abuse, coercion, bullying, etc. as required by WCS and the state*
- Ensure the safety of students*
- Assist the head coach as directed during practices and games*
- Assist the head coach in the inventory and dissemination of athletic equipment*
- Cooperate with other sports coaches to develop a total athletic program*
- Work cooperatively with the teaching staff, administration and parents*
- Assist the head coach in the implementation of a youth program*

- In the absence of the head coach may assume additional responsibilities
- Work cooperatively with the head coach and the athletic director

**Other Duties and Responsibilities**

- Assist the head coach in the compilation of required lists to be submitted to the athletic director
- Act as a scout when needed
- Attend special events such as pep assemblies, homecoming and parent's night
- Keep abreast of new techniques and innovations by attending clinics and reading material
- Promote the program to the students, parents and community
- Other duties as assigned by the head coach or athletic director

**Professional Requirements**

- High School diploma or equivalent
- A thorough knowledge and background of the sport that he/she is coaching
- Ability to work effectively with others
- Ability to communicate ideas and directives clearly and effectively both orally and in writing
- Effective, active listening skills
- Organizational and problem solving skills
- Knowledge of child development and an understanding of age appropriate tasks
- Ability to work in a team environment

**Typical Physical Activities**

<b>WORKING ENVIRONMENT</b>	<b>OCCASIONAL</b>	<b>FREQUENT</b>	<b>DAILY</b>
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	
Standing/Sitting/Walking/Running			X
Kneeling/Bending	X	X	
Reaching over shoulder		X	
Pushing/Pulling		X	
Lifting/Lowering/Carrying			
Up to 20 lbs.			X
Up to 50 lbs.	X		
More than 50 lbs.	X		
Telephone/Fax/Copier			X
Computer/Printer			X
Summon emergency help	X		
Apply CPR/First aid	X		
Communicate data			X
Strong Communication (Oral/Written)			X
Driving	X		

*This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee.*

*My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature*