

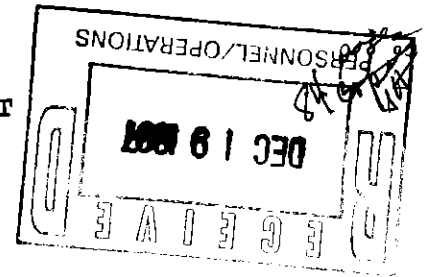
DHS-TA

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DELANO JOINT UNION HIGH SCHOOL DISTRICT

ASSISTANT ATHLETIC COACH



JOB SUMMARY:

Under the supervision of the principal or administrative designee, carries out the assigned responsibilities in connection with a particular sport. The assignment shall be to assist a head coach of a varsity team or coach a junior varsity or freshman team.

REQUIRED QUALIFICATIONS:

1. Credential: California teaching credential that authorizes secondary instruction grades 9-12, preferred. Title V requirements and board policies requirements for coaches must be met.
2. Education: Bachelor's degree preferred. Training in assigned sport and training as required under Title V.
3. Experience: Background and/or working knowledge of the particular sport being supervised.
4. Personal Qualities: Ability to supervise, coach, and communicate with students and community.

ESSENTIAL FUNCTIONS OF THIS POSITION:

- A. Meets with the Athletic Director and the head coach of the sport for assistance with the organization, implementation and administration of a sound, basic, and well-organized program in the sport at all levels.
- B. Teaches and implements the prescribed program as directed and organized by the head coach. This responsibility will include all basic philosophies and fundamentals as deemed necessary by the head coach.
- C. Enforces all rules and regulations of the California Interscholastic Federation, League, District, and Athletic Department.
- D. Supervises all assigned athletes in their sport, during all practice sessions/games, in transport and in the locker room.
- E. Assists the head coach in organizing practice sessions.
- F. Has a working knowledge of all rules and regulations of the sport.
- G. Assists in the upkeep and protection of all equipment assigned to the sport's team.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. The applicable number from the chart below best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis.

- | | |
|---------------------------|--------------------------------|
| 1. Seldom = Less than 25% | 3. Often = 51 - 75% |
| 2. Occasional = 25 - 50% | 4. Very Frequent = 76% & above |
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- | | | |
|----------|----|--|
| <u>3</u> | a. | Ability to work at a desk, conference table or in meetings of various configurations. |
| <u>4</u> | b. | Ability to stand and circulate for extended periods of time. |
| <u>4</u> | c. | Ability to see for purposes of reading laws and codes, rules and policies and other printed matter and observing students. |
| <u>4</u> | d. | Ability to hear and understand speech at normal levels. |
| <u>4</u> | e. | Ability to communicate so others will be able to clearly understand a normal conversation. |
| <u>4</u> | f. | Ability to bend and twist, stoop and kneel, crawl, push, pull. |
| <u>2</u> | g. | Ability to lift <u>20</u> lbs. |
| <u>2</u> | h. | Ability to carry <u>20</u> lbs. |
| <u>4</u> | i. | Ability to reach in all directions. |

OTHER RELATIVE FUNCTIONS OF THIS POSITION:

1. Scouts opposing teams as assigned by the head coach.
2. Assists the trainer or equipment manager as required by the head coach or Athletic Director.
3. Attends all meetings deemed necessary by the District administration, school administration, Athletic Director, or head coach of the sport.
4. Assumes responsibility for the actions of athletes under his/her supervision.
5. Teaches and exemplifies good sportsmanship.
6. Encourages student participation and makes a conscientious effort to retain athletes in his/her sport and in the total athletic program.
7. Encourages athletes to participate in other sports.
8. Keeps records and submits reports as required by the Athletic Director or head coach.
9. Serves on committees and attends meetings as required by the Athletic Director or head coach.
10. Assists the head coach in keeping a current team roster, which must be submitted on a weekly basis to the Athletic Director.
11. Assists the head coach in seeing that the athletes in the sport dress appropriately when appearing in public as a member of an athletic team.
12. Makes a conscientious effort to maintain good public relations in the school and community.

Continued employment in this position will be based upon successful performance as demonstrated through the evaluation procedures of the respective program as established for the District in the collective bargaining agreement. The individual involved in this position will also follow District board policies and state laws.

Employee: _____ Date: _____

District Authorized
Representative: _____ Date: _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.