



Oroville School District

816 Juniper Street Oroville, WA 98844
509.476.2281 www.oroville.wednet.edu

HIGH SCHOOL ASSISTANT COACH

Reports To: Athletic Director & Building Principal
Department: Extracurricular Programs

Position: Assistant Coach

DESCRIPTION

Provide positive, safe and enthusiastic environment for the development of student athletes. Provide quality instruction in the fundamental skills related to the activity. Assist athletes in developing positive self-esteem, sportsmanship, confidence and athletic skills as is appropriate to their age level.

- Assist in planning, scheduling, and supervising a regular program of practice
- Coach individual participants in the skills necessary for excellent achievement in the sport involved
- Assist in issuing, collecting, & inventory of all equipment, supplies and uniforms.
- See that necessary attendance forms, insurance records, physicals, eligibility checks, and similar paperwork on athletes are turned in to the athletic director as well as check on attendance/eligibility of athletes at school.
- Assist with enforcing safety rules for the particular sport being coached, warn participants of dangers inherent in the sport, and teaches correct techniques to minimize the possibility of injury.
- Role model positive behaviors, appropriate language, good sportsmanship, professional appearance, and self-control.
- Pass required WIAA online training on Concussion Protocol, Sudden Cardiac Arrest, General Rules, First Aid/CPR, and sport specific rules.
- Provide input for appropriate recognition to student athletes who fulfill requirements for athletic letters, certificates or special awards, and order appropriate awards.
- Know the rules and regulations regarding his/her sport as discussed in the WIAA handbook, district VI regulations, and league rules and adhere to them.
- Actively support, model, and uphold all district, building, and athletic department policies, procedures, and guidelines through the program.
- Be prepared to assist Head Coach with pre & post season meetings with athletes and parents regarding team rules, expectations, regulations and recognition of athletes.
- Help with seeing that athletes are made aware of opportunities available to them, such as: summer leagues, clinics, camps, etc.
- Transport team to athletic events in a District vehicle when necessary.
- Perform other related duties as requested by the Head Coach, Athletic Director or Principal.

QUALIFICATIONS AND REQUIREMENTS

Demonstrate experience working with young people in organized activities. Demonstrate ability to communicate and implement diverse inter-personal strategies necessary. Must demonstrate knowledge and proficiency in the activity and of safety issues appropriate to the grade level being coached. Must model good sportsmanship and concern for the development of the physical, mental, and emotional growth of student athletes.

PREFERRED SKILLS

Experience coaching at the appropriate levels

Knowledge of safety and legal liability issues associated with common athletic injuries

Expectations

Practice: M-F 3:30 – 5:30 pm (minimum)

Games: Attend all games - unless excused from the athletic director

MANDATORY CONDITIONS OF EMPLOYMENT

- Successful clearance of the FBI and Washington State Patrol fingerprint background check.
- Successful Washington State Sexual Misconduct clearance.
- Completion of Federal I-9, Employment Verification Eligibility form.

ACKNOWLEDGEMENT

I have read and understand this Job Description and I am physically able or with reasonable accommodation, will perform these duties to the best of my knowledge and ability.

Reasonable Accommodations Needed:

EMPLOYEE SIGNATURE

DATE

EMPLOYEE'S PRINTED NAME