

## **Head Coach**

### **Desired Qualifications:**

Valid Iowa teaching certificate.

Employment as a teacher in the Denison Community School District.

Ability to organize and supervise a total sports program.

Previous successful coaching experience in assigned sport.

The head coach must have substantial knowledge of the technical aspects of the sport and at the same time must continue to examine new theories and procedures pertinent to the field.

### **Reports to:**

Activity Director and Building Principal

### **Supervises:**

All student athletes involved in the program.

Assistant Coaches of the Program they are Head Coach.

### **Position Goal:**

To instruct athletes in the fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success. at the same time, the student shall receive instruction that will lead to the formulation of moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.

The success of athletic programs has a strong influence on the community's image of the entire system. The public exposure is a considerable responsibility, and community/parent pressure for winning performance is taxing but must not override the objectives of good sportsmanship and good mental health. The position includes other unusual aspects such as extended time, risk injury factor and due process predicaments. The following are typical responsibilities in each area.

### **Functions of Head Coach:**

Has a thorough knowledge of all the athletic policies approved by the Denison Board of Education and responsibility for its implementation by the entire staff of the sports program.

Has knowledge of existing system, state and league regulations and implements same consistently and interprets for staff.

Understands the proper administrative line of command and refers all requests or grievances through proper channels. Is aware of all public/staff/departmental meetings that require attendance.

Establishes the fundamental philosophy, skills and techniques to be taught by staff. Designs conferences, clinics and staff meetings to insure staff awareness of overall program.

Trains and informs staff, encourages professional growth by encouraging clinic attendance according to local clinic policy.

Delegates specific duties, supervises implementation, and at season's end, analyzes staff effectiveness and evaluates all assistants within 30 days.

Maintains discipline, adjusts grievances and works to increase morale and cooperation.

Assists the activities director in scheduling, providing transportation and requirements for tournament and special sport events.

Assists in the necessary preparation to hold scheduled sports events or practices and adheres to scheduled facility times. Coordinates program with maintenance and school employees.

Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent and eligibility.

Provides proper safeguards for maintenance and protection of assigned equipment sites.

Advise the activities director and recommends policy, method or procedural changes.

Provide training rules and other unique regulations of the sport to each athlete who is considered a participant.

By the athlete's presence at all practices, game and while traveling, provides assistance, guidance and safeguards for each participant.

Initiates programs and policies concerning injuries, medical attention and emergencies.

Directs student managers, assistants and statisticians.

Determine discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or ineligible.

Assists athletes in their college or advanced educational selection.

Participates in budgeting function with the activities director by establishing requirements for the next season. Recommends equipment guidelines as to type, style, color or technical specifications and is responsible for operating within budget appropriations.

Is accountable for all equipment and collects the cost of any equipment lost or not returned. Arranges for issuing, storing and reconditioning of equipment and submits annual inventory and current records concerning same.

Monitors equipment rooms and coaches' office, authorizes who may enter, and issues or requisitions equipment.

Permits the athletes to only be in authorized areas of the building at the appropriate times.

Examines locker rooms before and after practices and games, checking on general cleanliness of the facility. Responsible for cleanliness and maintenance of specific sports equipment.

Secures all doors, lights, windows and locks before leaving building if custodians are not on duty.

Instills in each player a respect for equipment and school property, its care and proper use.

Organizes parents, coaches, players and guests for preseason meeting.

promotes the sport with in the school through recruiting athletes who are not in another sports program, and promotes sport outside the school through news media, little league programs or in any other feasible manner.

Responsible for the quality, effectiveness and validity of any oral or written release to local media.

Responsible for maintaining good public relations with news media, Booster Club, parents, officials, volunteers and fans.

Presents information to news media concerning schedules, tournament and results of all home contests.

Other duties as assigned.

**Terms of Employment:**

Salary and work year to be established by the board and master contract.

**Evaluation:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Personnel.