

Job Title: **Teacher Coach**

Wage/Hour Status: Exempt

Reports to: Principal and Athletic Director

Date Revised: November 21, 2005

Dept./School: Assigned Athletic Campus

Primary Purpose:

Provide appropriate academic instruction; and coach students in the development of citizenship skills, athletic skills and ability to excel in sports assigned. Contribute to education program as a whole and to the positive growth of students involved in athletics.

Preferred Minimum Qualifications:

Education/Certification:

Bachelor's degree
Valid Texas teaching certificate

Special Knowledge/Skills:

Knowledge of athletic coaching techniques and procedures
Knowledge of University Interscholastic League (UIL) rules
Ability to positively instruct and supervise student athletes
Excellent organizational, communication, and interpersonal skills

Experience:

Acceptable experience (or potential) as a coach or participant in sports assigned

Major Responsibilities and Duties:

Instruction

1. Use a variety of instructional techniques and media to meet the needs and improve the abilities of students assigned;
2. Manage and supervise athletic activities, contests, and practice sessions to promote individual growth in athletic skills, teamwork, and good sportsmanship.
3. Work with other members of school staff to plan and put in place instructional goals and objectives to ensure the overall educational development of students and student athletes.

Program Management

4. Establish performance criteria for competition and evaluate students' athletic abilities initially and on a regular basis.
5. Take all necessary precautions to protect student athletes, equipment, materials, and facilities.
6. Keep informed of and ensure compliance with all UIL rules.
7. Monitor and enforce student eligibility criteria for extracurricular participation.

8. Work under the direction of the athletic director to schedule competitions and coordinate arrangements.
9. Develop and coordinate a continuing evaluation of coaching program and make changes based on findings.

Student Management

10. Accompany and supervise student athletes during athletic competitions in assigned sports on out-of-town trips.
11. Instruct and advise students on NCAA regulations with regard to academic requirements for scholarships and recruiting practices.
12. Apply and enforce student discipline during athletic contests, practice sessions, and while on trips off school property in accordance with Student Code of Conduct, student handbook and athletic guidelines.
13. Encourage, by example and through instruction, sportsmanlike conduct in all phases of athletic participation.

Communication/Administration

14. Establish and maintain open communication by conducting conferences with parents, students, principals, and teachers.
15. Assist in selection of equipment and instructional materials.
16. Compile, maintain, and file all physical and computerized reports, records, and other documents required.
17. Maintain a current inventory of all fixed assets within program.
18. Assist in the process of cleaning, repairing, and storing all campus athletic equipment.

Supervisory Responsibilities:

Supervise assigned assistant coaches and student athletic assistants.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Frequent districtwide and statewide travel; frequent prolonged and irregular hours; outdoor exposure to sun and heat.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by Ned Burns, Superintendent

Date November 21, 2005