

EASTERN CAMDEN COUNTY REGIONAL SCHOOL DISTRICT

JOB DESCRIPTION

Assistant Coach

- QUALIFICATIONS:**
1. Teacher Certification or as directed by N.J. State Board of Education.
 2. Demonstrated interest in or aptitude for performing the tasks listed.
 3. Preferably to have played interscholastic or intercollegiate athletics.

REPORTS TO: Head Coach/Vice Principal of Athletics

JOB GOAL: To help each participating student achieve a high level of skill, an appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem.

PERFORMANCE RESPONSIBILITIES:

1. Assume responsibility for team members under their supervision; promotes good sportsmanship and enforces all district, league, and NJSIAA rules and regulations governing sports.
2. Comply with board-adopted emergency medical procedures for all practice sessions and competitive levels; is familiar with legal aspects of negligence and liabilities.
3. Work directly with the Head Coach and Vice Principal of Athletics in matters pertaining to the development and organization of the program; report any unusual activities to the Head Coach.
4. Will assume responsibility for the team in the absence of the Head Coach; must have a willingness to put in extra time, as required by the Head Coach, including scouting of opponents.
5. Teach every student athlete proper technique, sportsmanship, and the need for safety; inform every student athlete of the rules governing their participation.
6. Establish rapport with fellow coaches, officials, parents, and college officials.
7. Work closely with the Head Coach and Vice Principal of Athletics in scheduling interscholastic contests; plan and schedule a regular program of practice in season.
8. Provide supervision before, during, and after activities.
9. Monitor locker rooms before and after practices and games, checking on general cleanliness of the facility; responsible for maintenance and storage of specific sports equipment, i.e. blocking sled, hurdles, pitching screens, etc.
10. Secure all doors, lights, windows, and locks before leaving building if custodians are not on duty.
11. Oversee the safety conditions of the facility and equipment; monitor equipment rooms and coaches' offices for official use only, and allows their student athletes to use of authorized areas of the school only during appropriate times.
12. Coordinate all equipment needs to the Head Coach and Vice Principal of Athletic, listing all equipment and supplies required to operate the program; assist in the distribution collection and inventory of equipment.

13. Maintain necessary seasonal forms and completes pre-season and post-season forms as required by the Vice Principal of Athletics.
14. Exhibit loyalty, personal discipline, and sportsmanship at all times.
15. Enforce disciplined and sportsmanlike behavior at all times, and establish and oversee penalties for breach of such standards by individual student athletes.
16. Give diligent attention to every student athlete with regard to their physical condition; all injuries MUST be reported to the Athletic Training staff the following school day on the appropriate form.
17. Inform every student athlete of team rules.
18. Give loyalty and support to fellow coaches, athletes, and the established athletic policy of Eastern Regional High School.
19. Perform such other duties, which may be assigned by the Head Coach and/or the Vice Principal of Athletics.

TERMS OF EMPLOYMENT: Appointed yearly. Salary in accordance with the sponsor's guide listed in the agreement between the E.E.A. and the Board of Education of E.C.C.R.S.D.

EVALUATED BY: Performance of this job will be evaluated annually by the Head Coach, and Vice Principal of Athletics

BOE APPROVED: August 22, 2018