



MINOOKA

COMMUNITY HIGH SCHOOL

*Mission: Strengthen **M**astery, **C**ollaboration, **H**igh Expectations, and **S**uccess for All Students.*

Coaching Job Description

Job Summary

Coaches help athletes to compete to the best of their ability. They are the experts on the rules, strategies, and techniques of their sport. A high school coach's primary responsibility is to improve the performance of high school athletes by motivating and instructing. Coaches should be well educated in the sport that they teach, and they should be able to communicate their ideas to their athletes in an easily understandable way.

Job Responsibilities

- Establish the fundamental philosophy, skills and techniques to be taught by the coaching staff
- Manage and supervise athletic activities, contests, and practice sessions to promote individual and team growth
- Utilize the strength and conditioning coach for the building
- Ensure all coaches in the program work together towards a common goal
- Take all necessary precautions to protect student athletes, equipment, materials, and facilities
- Monitor and enforce student eligibility
- Accompany and supervise student athletes during athletic competitions in assigned sports on out of town trips
- Teachers facilitate safety and security of all students
- Encourage sportsmanlike participation at all times
- Have the total athletic and school program at interest
- Annually establish and meet performance goals
- Be familiar with the coaches handbooks and school board policies
- Advise students and parents on the athletic code of conduct, including consequences for violation, and coordination with the athletic director in instances of possible violations of the code of conduct
- Hold fair and equitable tryouts, communicate clearly with athletes that do not roster
- Clear communication to athletes, parents, and administration through various means
- Knowledge of fundamental skills and advanced tactics for sport coaching
- Organizational and time management skills
- Demonstrate ability to instruct, lead, and supervise student athletes
- Attends athletic awards nights
- Other duties as assigned by the Athletic Director/Head Coaches in the program if applicable



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Job Skills & Requirements

- Be at least 19 years of age
- Be regularly certified as an ISBE teacher, administrator, or school service personnel OR be a retired teacher/coach from an IHSA member school OR be a college student as part of an official student teaching assignment.
- Be certified through ASEP, NFHS, or other IHSA Board approved coaches certification programs
- Applicants who are not members of District #111 must place a copy of their current valid Illinois Professional Educator License (PEL) on file in the school office.
 - Applicants who stop teaching and do not possess a PEL are not eligible to coach without coaching certification.
- Be officially employed by the local school board; all volunteer coaches must also be certified.
- Provide supervision of athletes at all times and apply discipline in a firm and productive manner.