

## Coach – High School - Varsity Head

### JOB DESCRIPTION Gilbert Unified School District

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#### **Purpose Statement:**

A Varsity Head Coach serves in an oversight capacity under the direction of the site Administrator/Athletic Director. They are responsible for all of the structure, planning, safety, and development of the players and coaches in their assigned area in order to maintain a successful program for the institution.

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#### **Essential Functions**

- Ensure that athletes and coaches have been properly cleared by District personnel before participating in practice or competition.
- Demonstrate awareness of the maturity, physical development and readiness of athletes with appropriate plans for safe instruction, conditioning and supervision.
- Be physically present, provide competent instruction, structure practices that are appropriate for the age and maturity of players, prevent foreseeable injuries and respond to injury or trauma in an approved manner. Make sure facilities are locked and that students are denied access when a competent staff member cannot be physically present to supervise.
- Assess the health and physical/maturational readiness skills and physical condition of athletes. A progression of skill development and conditioning improvement should be apparent from practice plans.
- Identify foreseeable causes of injury inherent in defective indoor and outdoor facilities or hazardous environments. Improve unsafe environments, repair or remove defective equipment or disallow athlete access.
- Provide instruction that accounts for a logical sequence of fundamentals that lead to an enhanced progression of player knowledge, skill, and capability.
- Match athletes with consideration for maturity, skill, age, size and speed to the degree possible. Mismatches in these areas should be avoided.
- Prepare practice plans that account for a progression of cardiovascular and musculoskeletal conditioning regimens that prepare athletes sequentially for more challenging practices and competitive activities.
- Warn parents and athletes of unsafe practices specific to their sport and the potential for injury or death.
- Provide standard emergency care (first aid, CPR) in response to a range of traumatic injuries.
- Select, train, and supervise coaches to ensure that appropriate skill and knowledge levels exist among members of the coaching staff to ensure appropriate levels of improvement, safety, and well-being among athletes.
- Manage overall athletic program to ensure continuity of the program between levels (freshmen, junior varsity and varsity) and provide a central focus for program accountability.
- Know and teach the Emergency Response Plan to team members to ensure an expedited response by EMS and an effective transition of care and supervision to emergency medical personnel.
- Advance the mission of the District and school by creating an atmosphere of learning beyond the classroom that promotes the development of academic and athletic skills.
- Provide the necessary leadership and model behavior that promotes the physical, mental, moral, and emotional well-being of the coaches and athletes within the program.
- Analyze opposition and develop game strategies for the purpose of preparing the team and individual athletes for competition.
- Know and follow all NFHS Rules, District Policies, and AIA/Conference Bylaws regarding safety, fair play, eligibility, and funding.
- Conduct and support various activities for the purpose of promoting the program in the community and recognizing team and individual players' accomplishments.
- Place the emotional and physical well-being of their student-athletes above their personal desire to win.
- Act in a professional manner and be a positive role model for student-athletes at all times.
- Support athletes during the college recruiting process and assists them in achieving their college objectives.
- Provide organized camps and clinics, within District guidelines, to promote your program and bring community members into

your school.

### **Other Functions**

- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Attend various meetings, workshops, conferences, and clinics for the purpose of receiving and conveying information related to their role.

### **Job Requirements: Minimum Qualifications**

#### **Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, non-technical tasks specific skills required to satisfactorily perform the functions of the job include: operating standard office equipment including using pertinent software applications; preparing and maintaining accurate records; and must have a positive personality and management skills.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percent, and/or ratios; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes.

ABILITY is required to schedule activities; collate data; and use basic, job-related equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined and similar processes; and operate equipment using defined methods. Ability is also required to work with a diversity of individuals and/or groups; work with similar types of data; and utilize specific, job-related equipment. In working with others, problem solving is required to identify issues and create action plans. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is limited. Specific abilities required to satisfactorily perform the functions of the job include: communicating with diverse groups; maintaining confidentiality; setting priorities; working as part of a team; working with constant interruptions; and must be available to work, if needed, on no school/ camp days during the school year.

#### **Responsibility**

Responsibilities include: working under limited supervision using standardized procedures; providing information and/or advising others; and operating within a defined budget. There is some opportunity to affect the Organization's services.

#### **Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling; some stooping, kneeling, crouching, and/or crawling. Generally the job requires 34% sitting, 33% walking, and 33% standing. The job is performed under a generally hazard free environment and in a clean atmosphere.

#### **Experience**

Job related experience with increasing levels of responsibility are required.

#### **Education**

BA Preferred

#### **Required Testing**

None Specified

#### **Continuing Educ. / Training**

None Specified

#### **Certificates & Licenses**

Arizona Teaching Certificate or  
NFHS Level 1 Certification

#### **Clearances**

Criminal Justice Fingerprint/  
Background Clearance

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#### **FLSA Status**

Not Evaluated

#### **Approval Date**

January 31, 2023

#### **Salary Grade**

Supplemental Paid by Stipend