



JOB DESCRIPTION
SCHOOL DISTRICT U-46
HUMAN RESOURCES

Position / Title: Strength and Conditioning Coordinator	
Bargaining Unit: NAC	Department/Location: High School Activities
Calendar Days: August-May	Reports To: Building Athletic/Activities Director
JD Revision Date: 12/10/2023	Supervises: N/A

Function / Position Summary

To help build and maintain a high-quality high school strength and conditioning program, providing student-athletes with guidance and direction in safe strength and conditioning practices, including the safe and appropriate use of weightlifting equipment, functional fitness exercises, and nutritional guidance.

Job Duties / Responsibilities

- Implement researched-based instructional strategies that engage all students, differentiating to accommodate a range of ability levels, and acknowledging a variety of cultural backgrounds in order to support student learning and growth.
- Communicate effectively with parents, students, administrators, teacher colleagues, and community leaders. Develop and maintain a working relationship with coaching staff.
- Maintain high expectations for student achievement and behavior and motivate students to work to their highest potential.
- Maintain equipment associated with the focus area. Maintain the weight room and keep records of all equipment in the weight room.
- Demonstrate prompt and regular attendance.
- Create an environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Cultivate a positive, harassment free, instructional culture which motivates students through the use of effective communication and constructive feedback.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities. Oversee the safety condition of the weight room facility; maintains a safe and clean environment for athletes to participate in strength and conditioning activities.
- Apply and enforce student discipline in accordance with the Student Code of Conduct, appropriate student handbook, and band syllabus/handbook conduct regulations.
- Daily supervision and instruction in the fitness center before and/or after school, schedule determined in collaboration with the Athletic/Activities Director.
- Design and supervise weight training and conditioning programs for all boys' and girls' sports for in season, off season, and preseason needs.
- Provide student-athletes with guidance pertaining to the safe use of weightlifting equipment, sound functional fitness exercises, and nutrition guidance to support the safe, age-appropriate development of their physicality.
- Work collaboratively with coaches to support program development and growth by planning and scheduling a regular program of strength and conditioning practices.

Education

- Bachelor's Degree preferred



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- Illinois Professional Educators License preferred
- National Strength and Conditioning Association (NSCA) Certification preferred
- OR-
- Comparable coursework and/or previous experience in related areas

Experience / Knowledge

- Previous weightlifting/functional fitness/personal training experience required.
- Knowledge of strength and conditioning equipment.
- Ability to communicate clearly and concisely both in oral and written form using a variety of communication techniques and tools to ensure the appropriate flow of information, collaborative efforts, and feedback, and to conduct conferences as needed with parents, students, administrators, or other teachers.
- Strong communication, public relations, and interpersonal skills.
- Ability to effectively present information and respond to questions, inquiries, and/or complaints.
- Display courtesy, tact, and respect when dealing with others.
- Maintain appropriate confidentiality.
- Establish and maintain effective working relationships; demonstrate a commitment to teamwork.
- Ability and willingness to learn and refresh job skills through professional development in order to meet the changing needs of this position.
- Ability to react well under pressure, handle and balance multiple demands at one time, work with frequent unscheduled interruptions, and perform duties and tasks at expected levels of professionalism.
- Spanish language skills preferred.
- Must be CPR and First Aid certified.

Physical Demands

- Must be physically able to maintain the demands of a high school fitness center.
- Occasionally requires physical exertion to manually move, lift, or carry heavy materials or equipment.
- Must work in noisy and crowded environments.

Terms of Employment

- This is an Appendix F stipend position in accordance with the school year calendar.
- For Non-ETA Coaches: this position is for this year only.
- Terms of employment will be determined in collaboration with the athletic/activity director.

Employee Signature: _____ **Date:** _____