

**WESTERVILLE CITY SCHOOLS  
OFFICE OF HUMAN RESOURCES**



**JOB DESCRIPTION:**

**Middle School Assistant Football Coach  
(Interscholastic)**

**WORK SCHEDULE:**

Seasonal, follows the Ohio High School Athletic Association calendar for practice sessions and contests.

Minimum time commitment begins 1-2 weeks prior to the opening of school, with 40 hours of "August" football.

Minimum time commitments after school begins is 150 student-athlete contact hours and 175 preparation hours.

**RESPONSIBLE TO:**

Building Principal and Head Football Coach; coordinates specific duties with Athletic Director.

**QUALIFICATIONS:**

Valid State of Ohio Teaching License in teaching assignment area preferred.

Required certification and training pursuant to guidelines and methodology set forth by the Ohio Department of Education and the Ohio High School Athletic Association.

**GENERAL DUTIES:**

Assists in the supervision of the Middle School Football Program under the direction of the Middle School Football Coach.

**SPECIFIC DUTIES:**

1. Cooperates with Head Coach, Principal and Athletic Director in enforcing the Ohio High School Athletic Association rules and by-laws and the regulations of the league in which the school holds membership.
2. Assists in coordinating preseason and in-season activities.
3. Assists in organizing all practice sessions and directing the team efforts at all competitions.
4. Assists in offensive and/or defensive coordination/assistive assignments under direction of the Coach.
5. Assists the Head Coach in managing the acquisition, distribution, collection, replacement, and repair and of team uniforms and equipment.
6. Assists in planning and attending a post-season program designed to recognize and honor teams and individuals.

7. Assists in year-end evaluation of football program.
8. Models and encourages student-athletes to exhibit good sportsmanship.
9. Assist Head Coach with off-season conditioning programs.
10. Participate in coach's organization and strategy meetings in the off-season.
11. Other duties as assigned by the Principal or designee.

*All staff shall serve as role models for students in how to conduct themselves as citizens and as responsible, intelligent human beings. All staff are expected to comply fully with the Ohio Department of Education Code of Conduct for educators. The employee shall remain free of any alcohol or nonprescribed controlled substance abuse or prescribed controlled substance abuse in the workplace throughout his/her employment in the district.*

*Westerville City School District is an Equal Opportunity Employer and complies with all State and Federal Regulations regarding employment.*