TITLE: **Basketball Coordinator – Elementary**

QUALIFICATIONS:

1. Has a valid Kentucky teaching certificate; or
2. Holds a valid Emergency Certificate for Substitute Teaching under the qualifications outlined in 16 KAR 2:120 Sec. 2 (7)(b); or
3. ~~Holds a Bachelor’s degree or higher with 2.5 grade point average; or~~
4. ~~Have a minimum of 64 semester hours with 2.5 grade point average and be 21 years of age; or~~
5. ~~Have a high school diploma (or its equivalent), be age 25 or over and completed 18 hour Emergency Non-certified Personnel Program; or~~
6. Is employed as a Para Educator, with Boone County Schools, and qualifies under compliance with KRS 161.180(2)
7. Have current certification of C.P.R. course including Adult and child certifications, the use of an Automatic External Defibrillator and the requisite First Aid Training, conducted by an instructor or program approved by a college or university, the American Red Cross, American Heart Association or other bone fide accrediting agency
8. Has had prior experience or exhibits evidence of knowledge of the sport
9. Has the ability to work well with students
10. Has the ability to communicate effectively with students, ~~staff~~, faculty and parents, and the community

REPORTS TO: Principal

JOB GOAL: To provide all students with the opportunity to achieve a high level of skill, and an appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem.

PERFORMANCE RESPONSIBILITIES:

1. Organize basketball teams composed of all interested fourth and fifth grade students
2. Promote and publicize the Elementary Basketball Program within the school
3. Keep a signed permission and waiver form for every player on file
4. Recruit, train and supervise volunteer coaches
5. Schedule, coordinate and supervise team practices
6. Coordinate the procurement of team uniforms
7. File written requests for needed equipment with the principal
8. Provide each coach with emergency card information for all players on his/her team
9. Inventory and care for equipment
10. Keep adequate first aid supplies available for all games and practices
11. Supervise all games played in the gymnasium
12. Recruit, schedule, and supervise scorekeepers, timekeepers, and ticket takers
13. Request and distribute checks to all paid personnel
14. Keep appropriate financial records and complete required financial reports
15. Distribute sportsmanship cards to coaches at the end of each game to be returned and kept for sportsmanship evaluation
16. Make certain all official rules and regulations are followed
17. Attend meetings as scheduled
18. Have all students under supervision of certified personnel at all times at approved after school programs
19. Perform other duties consistent with the position assigned as may be requested by the supervisor

TERMS OF EMPLOYMENT:

* Stipend
* Board Approved 9-12-02