TITLE: **Head Coach - Archery**

QUALIFICATIONS:

1. Holds 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~~
6. Have a high school diploma (or its equivalent), be age 21 or over and completed all KHSAA Board of Control prescribed electives outlined in KHSAA Bylaw 25
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 that is approved by the KHSAA based upon industry standards
8. Have successfully completed the Sports Safety Course as outlined in KRS 160.445
9. Has prior coaching experience or exhibits evidence of knowledge of archery
10. All Coaches must meet KHSAA Bylaw 27 Minimum Coaching Requirements including National Federation of State High School Associations’ (NFHS) coach education requirements, Sports Safety & Concussion training and KHSAA/NFHS Rules Clinic. This includes faculty and non-faculty coaches and any other individual involved in Archery-specific training and these individuals must be listed on the KHSAA Coaching Registry. The KY National Archery in the Schools Program (NASP) Basic Archery Instructor (BAI) training will be allowed to substitute equally for the NFHS Coaching Education requirements
11. Has the ability to work well with students
12. Has the ability to communicate effectively with students, ~~staff~~, faculty, parents, ~~media~~ and the community

REPORTS TO: Principal

JOB GOAL: To help each participating student 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. Coach individual participants in the skills necessary for excellent achievement in archery
2. Plan and schedule with the athletic director (with approval of the Principal) a regular program of practice for each season including summer practices and camps
3. Assist the athletic director in scheduling all interscholastic contests in archery
4. Prepare bids and recommend purchase of equipment, supplies, and uniforms as appropriate
5. Maintain necessary attendance forms, insurance records and similar paperwork, as specified by the athletic director
6. Oversee the safety conditions of the facility or area in which archery is conducted at all times that students are present
7. Enforce the established performance criteria for eligibility in interscholastic competition in archery
8. Enforce discipline and sportsmanlike behavior at all times and establish and oversee penalties for breach of such standards by individual pupils
9. Develop an annual-budget request for archery, in cooperation with the principal and athletic director and administer the annual budget for archery according to established policies and procedures
10. Evaluate all assistant coaches who are responsible to him/her and make recommendation to the principal and the athletic director
11. Participate in those functions and activities as described in the regular teacher job description
12. Oversee the proper maintenance and care of athletic equipment
13. Maintain file of practice schedules to document the teacher of proper skills/knowledge
14. Submit purchase orders to athletic director for review and approval
15. Obtain advanced approval from the principal for all fund raising activities
16. Monitor and be responsible for all student fund raising activities related to the archery program
17. Have all students under supervision of certified personnel at all times at approved after school programs
18. Perform other duties consistent with the position assigned as may be requested by the supervisor

Summer practices and camps are only applicable to certain sports

TERMS OF EMPLOYMENT:

* Index
* Board approved: 6/13/2013