

<u>JOB TITLE:</u>	<u>REPORTS TO:</u>	<u>WORK YEAR/DAY:</u>	<u>SALARY GRADE:</u>
Assistant Coach	Athletic Director	As needed for sports season	Stipend Schedule

SCOPE OF RESPONSIBILITIES:

To support the head coach in providing leadership, instruction, and supervision for student-athletes in a specific middle school sport. The assistant coach helps implement a positive athletic experience that promotes skill development, teamwork, sportsmanship, and personal growth.

PERFORMANCE RESPONSIBILITIES:

1. Assists the head coach in planning and conducting engaging, developmentally appropriate practice sessions
2. Reinforces instruction on fundamental skills, strategies, and rules of the sport.
3. Supports the physical conditioning and skill progression of athletes under the direction of the head coach.
4. Provides individualized feedback and encouragement to athletes.
5. Helps ensure a safe environment by enforcing safety protocols and supervising the proper use of equipment and facilities.
6. Completes and maintains required safety training, including CPR and AED certifications.
7. Follows established procedures in case of athlete injury or emergency.
8. Complies with the APSAP Coaches Handbook and supports an inclusive program that encourages participation from all interested students.
9. Promotes good sportsmanship, team spirit, and respect for coaches, officials, and teammates.
10. Assists with communication to athletes, families, and school staff using approved district communication tools.
11. Aids in managing team equipment, uniforms, and logistical needs for practices and events.
12. Attends scheduled practices, games, meetings, and professional development opportunities.
13. Acts as a positive role model in behavior, attitude, and commitment to student success.
14. Performs other duties as assigned by the head coach, athletic director, or school administrator.

MINIMUM QUALIFICATIONS:

- 21 years of age
- High School Diploma or GED.
- Minimum of 64 semester hours from an accredited college or university
- Basic understanding of the sport and willingness to learn coaching techniques.
- Effective communication and collaboration skills.
- Current certification in CPR and First Aid.
- Ability to pass a criminal background check.

PHYSICAL DEMANDS:

- Ability to demonstrate physical skills associated with the sport, including running, throwing, catching, or other sport-specific techniques.
- Ability to stand and move for extended periods of time (typically several hours at practices, games, or competitions).
- Ability to lift, carry, push, or pull equipment weighing up to 50 pounds (e.g., balls, nets, coolers, gear bags).
- Ability to work in outdoor conditions for extended periods, including varying weather (heat, cold, rain).
- Visual and auditory ability to observe and assess student-athlete performance, as well as respond to emergency situations quickly.
- Sufficient mobility to respond quickly to on-field incidents or emergencies.
- Manual dexterity to operate scorekeeping equipment, manage team gear, or administer basic first aid if necessary.