



| JOB TITLE      | DEPARTMENT   | REPORTS TO         |
|----------------|--------------|--------------------|
| Athletic Coach | School Based | Principal/Designee |

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| <b>Position No:</b> N/A                     | <b>Length of Work Year:</b> Seasonal<br><b>Work Hours per week:</b> 25 hours maximum |
| <b>Salary Schedule:</b> Supplement Schedule | <b>Date Approved:</b> 8/25/09, 10/27/09  |
| <b>FSLA:</b> Exempt                         | <b>Date Revised:</b> 11/4/15, 11/9/15, 4/12/16; 4/4/25                               |

| JOB GOAL   |
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| To oversee the daily overall operation of his/her sport throughout its season. |

| MINIMUM QUALIFICATIONS |
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1. Valid coaching or teaching certificate.
2. Experience as a coach preferred.
3. Current CPR/First Aid/AED Certification.
4. Ability to perform the functions of the position.

| DUTIES AND RESPONSIBILITIES |
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**Associate Coach:**

1. Cooperates and assists the head coach.
2. Assists the head coach in carrying out policies and procedures for the school athletic department and the FHSAA.
3. Become familiar with legal responsibilities and take precautions against any negligence.
4. Responsible for providing written record of inventory of equipment.
5. Attend in-service for coaches as provided by the school district.
6. Assist head coach with supervisory duties during and after all home and away games
7. All other duties assigned by the head coach.

**Assistant Coach:**

1. Cooperates and assists the head coach.
2. Assists the head coach in carrying out policies and procedures for the school athletic department and the FHSAA.
3. Become familiar with legal responsibilities and take precautions against any negligence.
4. Uses professionally sound coaching methods in conjunction with the head coaches' philosophy.
5. Attend in-service provided to coaches by the school district
6. Exhibit a spirit of sportsmanship on and off the field.
7. Conduct practices and training sessions as directed by the head coach of sub-varsity teams and maintain detailed records of said practices.
8. Assist in the supervision of student athletes during all practices and games.
9. All other duties assigned by the head coach.

**Head Coach:**

1. To provide a schedule of activities to the Athletic Director.
2. To carry out policies and procedures for the school athletic department and the Florida High School Athletic Association.

3. To become familiar with legal responsibilities and take precautions against any negligence.
4. To submit an annual budget to the Athletic Director.
5. To communicate with college recruiters.
6. To exhibit a spirit of sportsmanship on and off the field.
7. To conduct practices and training sessions and to supervise student athletes during all practices and games.
8. To maintain equipment and uniforms used in his/her sport.
9. All other duties assigned by the Athletic Director.

**PHYSICAL DEMAND CLASS:**

Heavy (H) - Frequent lifting and carrying of objects weighing 25-50 pounds. Infrequent lifting and carrying of objects weighing 51-100 pounds. Continuous standing and/or walking is required to carry out duties. Occasional walking at a fast pace and/or running may be required.