



<b>JOB TITLE</b>	<b>DEPARTMENT</b>	<b>REPORTS TO</b>
Head Athletic Coach	School Based	Principal/Designee

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

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

<b>MINIMUM QUALIFICATIONS</b>
<ol style="list-style-type: none"> <li>1. Valid coaching or teaching certificate.</li> <li>2. Experience as a coach at the high school level preferred.</li> <li>3. Current CPR/First Aid/AED Certification.</li> <li>4. Ability to perform the functions of the position.</li> </ol>

<b>DUTIES AND RESPONSIBILITIES</b>
<ol style="list-style-type: none"> <li>1. To provide a schedule of activities to the Athletic Director.</li> <li>2. To carry out policies and procedures for the school athletic department and the Florida High School Athletic Association.</li> <li>3. To become familiar with legal responsibilities and take precautions against any negligence.</li> <li>4. To submit an annual budget to the Athletic Director.</li> <li>5. To communicate with college recruiters.</li> <li>6. To exhibit a spirit of sportsmanship on and off the field.</li> <li>7. To conduct practices and training sessions and to supervise student athletes during all practices and games.</li> <li>8. To maintain equipment and uniforms used in his/her sport.</li> <li>9. All other duties assigned by the Athletic Director.</li> </ol>

<b>PHYSICAL DEMAND CLASS:</b>
<p>Medium Heavy (MH) - Frequent lifting and carrying of objects weighing 35 pounds or less. Infrequent lifting and carrying of objects weighing 35-70 pounds. Continuous walking and/or standing is required to carry out duties. Infrequent walking at fast pace and/or running may be required.</p> <p>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.</p>



<b>JOB TITLE</b>	<b>DEPARTMENT</b>	<b>REPORTS TO</b>
Assistant Coach	School Based	Principal/Designee

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

<b>JOB GOAL</b>
To assist the head coach of a team with the supervision of student athletes and other duties assigned by the head coach.

<b>MINIMUM QUALIFICATIONS</b>
<ol style="list-style-type: none"> <li>1. High School Diploma or equivalent.</li> <li>2. Valid coaching or teaching certificate.</li> <li>3. Experience as a coach at some level preferred.</li> <li>4. Current CPR/First Aid/AED Certification.</li> <li>5. Ability to perform the functions of the position.</li> </ol>

<b>DUTIES AND RESPONSIBILITIES</b>
<ol style="list-style-type: none"> <li>1. Cooperates and assists the head coach.</li> <li>2. Assists the head coach in carrying out policies and procedures for the school athletic department and the FHSAA.</li> <li>3. Become familiar with legal responsibilities and take precautions against any negligence.</li> <li>4. Uses professionally sound coaching methods in conjunction with the head coaches' philosophy.</li> <li>5. Attend in-service provided to coaches by the school district</li> <li>6. Exhibit a spirit of sportsmanship on and off the field.</li> <li>7. Conduct practices and training sessions as directed by the head coach of sub-varsity teams and maintain detailed records of said practices.</li> <li>8. Assist in the supervision of student athletes during all practices and games.</li> <li>9. All other duties assigned by the head coach.</li> </ol>

<b>PHYSICAL DEMAND CLASS:</b>
<p>Medium Heavy (MH) - Frequent lifting and carrying of objects weighing 35 pounds or less. Infrequent lifting and carrying of objects weighing 35-70 pounds. Continuous walking and/or standing is required to carry out duties. Infrequent walking at fast pace and/or running may be required.</p> <p>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.</p>



JOB TITLE	DEPARTMENT	REPORTS TO
Associate Coach	School Based	Principal/Designee

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

JOB GOAL
To assist the head coach of a team with the supervision of student athletes and other duties assigned by the head coach.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> <li>1. High School Diploma or equivalent.</li> <li>2. Valid coaching or teaching certificate.</li> <li>3. Experience as a coach at some level preferred.</li> <li>4. Current CPR/First Aid/AED Certification.</li> <li>5. Ability to perform the functions of the position.</li> </ol>

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> <li>1. Cooperates and assists the head coach.</li> <li>2. Assists the head coach in carrying out policies and procedures for the school athletic department and the FHSAA.</li> <li>3. Become familiar with legal responsibilities and take precautions against any negligence.</li> <li>4. Responsible for providing written record of inventory of equipment.</li> <li>5. Attend in-service for coaches as provided by the school district.</li> <li>6. Assist head coach with supervisory duties during and after all home and away games</li> <li>7. All other duties assigned by the head coach.</li> </ol>

PHYSICAL DEMAND CLASS:
<p>Medium Heavy (MH) - Frequent lifting and carrying of objects weighing 35 pounds or less. Infrequent lifting and carrying of objects weighing 35-70 pounds. Continuous walking and/or standing is required to carry out duties. Infrequent walking at fast pace and/or running may be required.</p> <p>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.</p>



<b>JOB TITLE</b>	<b>DEPARTMENT</b>	<b>REPORTS TO</b>
Sports Manager	School Based	Principal/Designee

<b>Position No:</b> N/A	<b>Length of Work Year:</b> Seasonal <b>Work Hours per week:</b> 25 hours maximum
<b>Salary Schedule:</b> Supplement Schedule	<b>Date Approved:</b> 9/22/09
<b>FSLA:</b> Exempt	<b>Date Revised:</b> 2/9/10; 1/19/17

<b>JOB GOAL</b>
This position provides assistance to student athletes who are injured and maintains a safe environment for students and coaches.

<b>MINIMUM QUALIFICATIONS</b>
<ol style="list-style-type: none"> <li>Valid coaching, teaching, or Certified Nursing Assistant (CNA) certificate.</li> <li>Complete School Board of St. Lucie County training as determined by the County Athletic Office.</li> <li>Current CPR/First Aid/AED Certification.</li> <li>Ability to perform the functions of the position.</li> </ol>

<b>DUTIES AND RESPONSIBILITIES</b>
<ol style="list-style-type: none"> <li>Attends Practices.</li> <li>Attends home games.</li> <li>Completes accident reports.</li> <li>Contacts parents regarding injuries.</li> <li>Orders and oversees supplies for the first aid room.</li> <li>Reports unsafe conditions and injuries to the Athletic Director in writing.</li> <li>Provides a first aid kit, ice and bags, and an AED for every event.</li> <li>Other duties as needed to assist coaches and students with maintaining a safe environment.</li> </ol>

<b>PHYSICAL DEMAND CLASS:</b>
<p>Medium Heavy (MH) - Frequent lifting and carrying of objects weighing 35 pounds or less. Infrequent lifting and carrying of objects weighing 35-70 pounds. Continuous walking and/or standing is required to carry out duties. Infrequent walking at fast pace and/or running may be required.</p> <p>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.</p>