

**Shell Knob School District
Shell Knob, Missouri**

Job Title: Coach

Qualifications:

- 1.) Certification as a teacher or appropriate certification from MSHSAA
- 2.) Demonstrates interest in and aptitude for performing the task listed.
- 3.) Has received training in basic first aid.
- 4.) Such additional or alternate qualifications as the Superintendent or Board of Education may find appropriate.

Reports to: Principal

Job Goal: To help each participating student achieve a high level of skill and appreciation for the values of discipline and sportsmanship and an increased level of self-esteem.

Performance Responsibilities:

- 1.) Coaches and coordinates their assigned sports' games in accordance with regulations provided by the Missouri State High School Activities Association.
- 2.) Coaches foster good school-community relationships by keeping the community aware of and responsive to the program's needs.
- 3.) Coaches individual participants in the skills necessary for excellent achievement in the sports involved.
- 4.) Plans and schedules a practice program and is present in a teaching capacity at all practices.
- 5.) Schedules all transportation to and from athletic activities.
- 6.) Works closely with the athletic scheduling director scheduling contests.
- 7.) Recommends purchase of equipment, supplies and uniforms.
- 8.) Submits to the office any required attendance forms, insurance records, and similar paperwork.
- 9.) Keeps a record of athletic physicals and works with Nurse to insure all students are cleared for athletic participation.
- 10.) Oversees the safety conditions of the facility or area in which the assigned sport is conducted when students are present.
- 11.) Enforces discipline and sportsmanlike behavior at all times and establishes and oversees penalties for breach of such standards by individual students.
- 12.) Is present at least 45 minutes before the start of an athletic contest and greets the opposing team, showing them to their locker room and answering any questions they might have.
- 13.) Insures the gym is appropriately set up and that the scorer's table, the home and the visitor's seating are ready to go. Water is provided for both teams.
- 14.) Maintains order on the bus on all trips to athletic events.

- 15.) The coach is responsible for the cleaning, storage and care of all equipment used for the sport.
- 16.) Performs such other duties and assumes such other responsibilities as the principal may assign.