



TIMOTHY

CHRISTIAN SCHOOL

Position Title:	Head Athletic Coach
Position Summary:	A head coach will successfully supervise and instruct athletes in the fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success. At the same time, the student shall receive instruction that will lead to the formulation of Christ-like character that will take the form of moral values, pride of accomplishment, acceptable social behavior, self-discipline and self-confidence.
Position Supervisor:	Director of Athletics
Position Responsibilities:	<p>GENERAL:</p> <ul style="list-style-type: none"> • The success of athletic programs has a strong influence on the community's image of the entire system. The public exposure is a considerable responsibility and community/parent pressure for winning is taxing, but must not override the objectives Christ-like character development or the objective priorities of the specific level • The position includes other aspects such as extended time, risk, injury factor and due process predicaments. • It is the express intent of this job description to give sufficient guidance to function. In cases not specifically covered, it shall be assumed that a coach shall exercise common sense and good judgment. <p>PERFORMANCE RESPONSIBILITIES:</p> <ol style="list-style-type: none"> 1. Has a thorough understanding of Biblical principles and their application to an athletic experience. 2. Has a thorough knowledge of all athletic policies stated in TCS coaches handbook, & athletic handbook; and is responsible for its implementation by the entire staff of the sports program. 3. Has knowledge of existing system, state and league regulations; implements same consistently and interprets them for staff. 4. Understands the proper chain of command and refers all requests or grievances through proper channels. 5. Attends all public/state/conference/staff/departmental meetings as required.

6. Develops and implements both in-season development programs. Also plans, develops and implements summer activities to enhance his/her program.
7. Establishes the fundamental philosophy, skills and techniques to be taught by staff. Designs conferences, clinics and/or staff meetings to insure staff awareness of overall program.
8. Trains and informs staff and encourages professional growth by encouraging clinic attendance according to policy.
9. Delegates specific duties, supervises implementation and at season's end, analyzes staff effectiveness and evaluates assistants with the Athletic Director.
10. Maintains discipline, and works to increase morale and cooperation.
11. Performs such other duties that may be assigned by the Athletic Director.
12. Assists the Athletic Director in scheduling, and requirements for tournaments and special events.
13. Assists in the necessary preparation to hold scheduled events or practices and adheres to scheduled facility times.
14. Oversees the collection of documentation to fulfill state and school requirements concerning physical examinations, parental consent, eligibility and codes of conduct.
15. Provides proper safeguards for maintenance and protection of equipment and storage facilities.
16. Advises the Athletic Director and recommends policy, method or procedural changes.
17. Provides training rules and any other unique regulations of the sport to each athlete.
18. Gives constant attention to a student-athlete's grades and conduct.
19. By his/her presence at all practices, games and while traveling, provides assistance, guidance and safeguards for each participant. If necessary, may transport athletes to events (practices and games) and receive reimbursement compensation for mileage.

20. Completes paperwork on all athletic injuries on proper forms and submits to athletic director (or athletic trainer when applicable) within 24 hours.
21. Recruits & directs student managers, assistants and statisticians.
22. Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or becomes ineligible.
23. Assists athletes in their college and advanced educational selection.
24. Participates in the budgeting function with the Athletic Director. Recommends equipment guidelines as to type, style, color or technical specifications. Is responsible for operating within budget appropriations.
25. Is accountable for all equipment and reports any equipment lost or not returned. Arranges for issuing, storing and reconditioning of equipment and submits annual inventory and athlete obligations to Athletic Director.
26. Properly marks and identifies all equipment before issuing or storing.
27. Monitors equipment rooms, locker rooms, and athletic facilities.
28. Permits athletes to be in only authorized areas of the building at appropriate times.
29. Secures all doors, alarms, lights, windows and locks before leaving building. (when applicable)
30. Oversees cleaning out of bus, and closing of bus windows after road trips.
31. Instills in each player a respect for equipment and school property, its care and proper use.
32. Examines locker rooms before and after practices and games, checking on general cleanliness of the facility. Responsible for cleanliness and maintenance of specific sport equipment.
33. Organizes parents, coaches, players and guests for pre-season meeting.

	<p>34. Promotes the sport within the school through recruiting athletes that are not in another sport program and promotes the sport outside the school through news media, recreation programs or any other feasible manner.</p> <p>35. Responsible for the quality, effectiveness and validity of any oral or written release to local media.</p> <p>36. Responsible for maintaining good public relations with news media, booster club, parents, officials, volunteers and fans.</p> <p>37. Presents information to news media concerning schedules, tournaments and results.</p> <p>38. Is present for awards programs pertaining to the athletic department.</p> <p>39. Provides for an end-of-season awards event for the individual sport. This is done in conjunction with the TCS athletic department seasonal awards banquet.</p>
<p>Position Qualifications:</p>	<ul style="list-style-type: none"> • The coach must have received Jesus Christ as his/her personal Savior and believe the Bible is God’s Word and standard for daily living. • The coach shall support the doctrinal position of TCS and will abide by the Standard of Conduct. • The coach shall be in fellowship with a local church that has a doctrinal position consistent with that of TCS and support its ministry through regular attendance and participation. • Give testimony to a personal relationship with Jesus Christ • Clearly communicate a Christian philosophy of athletics • Has the ability to organize and supervise a total sports program. • Previous successful coaching or playing experience is preferred in assigned sport. • Must have substantial knowledge of the technical aspects of the sport and at the same time must continue to examine new theories and procedures pertinent to the field. • Ability to maintain a positive learning environment and high standards of conduct among athletes. • Required criminal history background check and proof of US citizenship. • Willing to obtain the following certifications (paid for by TCS) <ul style="list-style-type: none"> a. CPR

	<p>b. First Aid</p> <p>c. NFHS Coaching Principles</p> <ul style="list-style-type: none">• Understanding and experience with web mastering is a plus.
--	---