

JOB TITLE: Head High School Football Coach - Amity School District 4J

Position Start Date: 8/2024

To apply for this position email the following to Tashi Haarsma at tashi.haarsma@amity.k12.or.us

1. Coaching Application
2. Coaching Addendum
3. Equal Opportunity Employer form
4. Letter of Interest
5. Two Current Letters of Reference

All forms can be found on the Amity website at www.amity.k12.or.us under *District Information*.

QUALIFICATIONS:

1. Employment as a teacher is preferred.
2. Previous coaching preferred.
3. Hold a first aid card.
4. Such alternatives to the above qualifications as board may find appropriate and acceptable.
5. ASEP Certified (American Sports Education Program) or NFHS Certified (National Federation of State High School Associations).
6. Mini Bus Certification (required completion with 6 months of hire)
7. Develops and maintains effective working relationship with supervisor, staff, and general public

REPORTS TO: Athletic Director

JOB GOALS:

To build a football program for students that benefits participants by increasing self-discipline and self-esteem and by promoting athletic competence and high levels of sportsmanlike behavior. Create school spirit through performances at other activities such as school assemblies and other athletic contests.

PERFORMANCE RESPONSIBILITIES:

1. Coaches must have a sign-up meeting to obtain a list of participants before the first practice. This list should be turned in to the athletic director for an eligibility check at least a week before the first practice.
2. To make sure each participant has a current physical and insurance form on file. No student is allowed to practice without current physical and insurance forms on file.
3. To make sure that a participant has paid their participation fee before they are allowed to play in a contest. During each sports season, participants will be given a definite date when fees are to be

paid. An athlete who fails to pay the fee (unless arrangements have been made) will result in not participating in contests until the fee is paid.

4. If additional players are added to the roster, their names must be submitted and cleared for eligibility check before they are allowed to practice. The Athletic Director should also be notified of any cuts or players dropped from the team. A current roster needs to be kept for attendance office purposes.
5. Turn in vacation practice schedules to the Athletic Director one week prior to vacation for coordination of facility use.
6. Determines and familiarizes all assistant coaches with the system of play. This includes coaches in grades 7-12.
7. Assigns duties to and coordinates the activities of the assistant coaches.
8. Organizes and cooperates with all other coaches of other sports to provide the best athletic program possible.
9. Encourages students to participate in athletics without placing undue pressure upon them.
10. Maintains a program in which the athlete's scholarship and good relations with faculty and other students is an integral part.
11. Encourages good sportsmanship, fair play and ethical conduct.
12. Thoroughly explains eligibility requirements, participation rules, sports rules, etc. with all team members prior to the beginning of the season. Makes available the specific policies and expectations of the program in a meeting of parents and participants.
13. Maintains a notebook containing pertinent information specific to their sport. (attendance, drills, evaluations, etc.)
14. During the middle of each grading period, the coach will conduct a grade and citizenship check. If there is a problem, he/she will follow the academic eligibility procedures outlined previously in coaches' handbook.
15. Understands and follows league Standard Operating Procedures and OSAA rules and regulations.
16. Encourages participation among students across all grade and skill levels.
17. Manages funds in the Student Body account while supporting the school uniform policy.
18. Aid the athletic director in scheduling all contests.

TERMS OF EMPLOYMENT:

- Number of participants negotiable with administration.
- Length of employment will be for the length of the school year.

- Performance on this job will be evaluated annually in accordance with provisions of the Board policy on evaluation of coaches.
- Salary: Per current Extra Duty Pay Scale and/or salary based on years of experience at Amity School District as a coach in a specific position.
- This job description is not intended to be and should not be construed as an all inclusive list of responsibility, skill or working conditions associated with the position. While it is intended to accurately reflect the positions activities and requirements, the administrations reserve the right to modify, and or remove duties and assign duties as necessary that still reflect the essential functions of the department.

EVALUATION: Performance to be evaluated in accordance with Board policy.

REVIEWED AND A COPY RECEIVED BY: _____

Employee's Signature

Date

COPY: Personnel File

12/19/2023