JOB DESCRIPTION

ASSISTANT FOOTBALL COACH - (FRESHMEN)

JOB TITLE: Assistant Football Coach (Freshmen)
WAGE/HOUR STATUS: Exempt

REPORTS TO: Director of Athletics and Campus Principal
TERMS: 187 Days (Part-Time)

DEPARTMENT: Campus Assigned PAY GRADE: Teacher Pay Schedule

PRIMARY PURPOSE:
Assist Head Coach in organizing, coordination and promoting a comprehensive program for football that is designed to meet the needs and interest of the district and community

QUALIFICATIONS:

Minimum Education/Certification:
Bachelor’s degree from an accredited college or university
Valid Texas teaching certification with required endorsements for subject and level assigned

Special Knowledge and Skills:

- General knowledge of coaching techniques and procedures
- Knowledge of University Interscholastic League (UIL) rules
- Specific knowledge of subjects assigned
- General knowledge of curriculum and instruction
- Ability to instruct students and manage their behavior
- Strong organizational, communications and interpersonal skills
- Strong problem solving skills

Minimum Experience:
Minimum two years teaching experience

MAJOR RESPONSIBILITIES AND DUTIES:

1. Assist Head Coach in coordinating football programs for 7th grade through 12th grade
2. Three (3) middle schools; freshman, JV, and varsity teams
MAJOR RESPONSIBILITIES AND DUTIES: (continued)

3. Assist in providing training and guidelines for coaching staff and the entire program
4. Assist Director of Athletics with organizing high school tournaments
5. Submit all needed requests made by the Head Coach/Director of Athletics
6. Assist in utilization and maintenance of football equipment
7. Comply with district policies, as well as state and federal laws and regulations
8. Adhere to the district’s safety policies and procedures
9. Maintain confidentiality in the conduct of district business
10. Must be able to perform the essential functions of walking and interacting with students and/or district employees in the specific work site assigned (classroom or office setting)
11. Demonstrate regular and prompt attendance
12. Other duties as assigned

SUPERVISORY RESPONSIBILITIES:

Supervise assigned student athletic assistants

EQUIPMENT USED:

Copier, personal computer and appropriate software, typewriter, printer, calculator, fax machine and audio-visual equipment

WORKING CONDITIONS:

Mental Demands:

Reading, ability to communicate effectively (verbal and written); maintain emotional control under stress; coordinate district-wide curriculum functions; interpret policy, procedures, and data
WORKING CONDITIONS: (continued)

Physical Demands/Environmental Factors:

Frequent standing, stooping, bending, pulling, pushing; move small stacks of textbooks, media equipment, desks, and other classroom equipment; repetitive hand motions; prolonged use of computer terminal possible; frequent district-wide travel; frequent state-wide travel; frequent prolonged and irregular hours; possible biological exposure to bacteria and communicable diseases; specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus; must be able to frequently to occasionally lift 25 to 50 pounds; outdoor exposure to sun and heat.

EVALUATION:

Teacher Evaluation and Support System (T-TESS)