



Title: Head Coach
Reports to: Athletic Director
Work Year: Seasonal

Position Focus: The purpose of this position is to oversee all coaches and discipleship for your specific sport and ensure the overall program development from intramural to the varsity level.

Spiritual:

- Seek to role model in attitude, speech, and action a consistent daily walk with Jesus Christ.
- Motivate others to accept God's gift of salvation and grow in their faith as part of a discipleship focused program.
- Follow the Matthew 18 principal in dealing with students, parents, staff, and administration.
- Lead others to a realization of their worth in Christ and cultivate their growth in Christ-like character.
- Subscribe to and promote the statement of faith, mission, and vision of CCS.
- All staff are ministers of Christ.

Scope:

This person interacts directly with coaches, parents, and students as a representative of CCS. The supervision of a coordinated program and oversight of coaches are essential in this role. The Varsity Head Coach has responsibility for supervising coaching staff assignments, operating within the budget, and maintaining a spiritual and professional environment in the sport.

Specific Responsibilities:

- Devise a plan of discipleship at all levels of the program ensuring that in all things Christ is pre-eminent ensuring that student leaders are developing younger athletes spiritually and athletically.
- Actively seek opportunities to raise financial support for the development of athletic facilities in collaboration with athletic director.
- Supervise the coaching staff of the sport program on all levels to ensure athletes and coaches are growing spiritually, athletically, and socially.
- Conduct evaluations of your coaching staff and overall program
- Assign coaches to oversee the intramural program for your sport i.e.: student-athletes.
- Operate within the annual budget report and spending for the sport.
- Oversee the ordering of spirit pack items for your sport on all levels.
- Attend at least one coaching clinic for professional development.
- Ensure attendance of coaching staff, on all levels, at coaches training sessions
- Attend coaches' meetings as assigned by the athletic director.
- Represent CCS at district planning meetings for your sport.

- Ensure your coaching staff has completed appropriate background checks and have been approved by the AD before offering them a position in your program.
- Have regular meetings with your coaching staff to ensure continuity of the program.
- Conduct/plan/organize/staff a summer camp for your sport.
- Ensure that all players within your system have physicals and are academically eligible for participation and have paid their sport fees.
- Provide list of needs, wants, and desires to AD for budget consideration.
- Plan team outings/outreach for your program to increase unity with your sport
- Complete inventory of equipment and uniforms and store properly
- Report scores/results to the newspapers and athletic office
- Market your players to the media and provide opportunities for college placement.
- Provide AD with teams you would like to play for scheduling purposes.
- Make an overall practice schedule for all teams within your sport in consultation with the athletic director.
- Provide support for gate admission/scorebook for all home games within your sport.
- Help place athletes within your program on teams according to talent and ability.
- Consult with athletic director, coaches, and parents on team issues.
- Coordinate coaching assignments and travel supervision for all teams.
- Monitor CCS compliance with FHSAA rules and regulations.
- Accounts for coaching staff attendance coverage at all events
- Conducts parent meetings for your sport giving guidance to coaches on all levels.
- Develop and supervise coordinated program school-wide in the sport i.e.: intramurals.
- Supervise coaching standards, training, and professional behavior.
- Plan off-season conditioning programs and camps for your sport in consultation with the athletic director
- Oversee field/gym conditions and report needs to athletic director.
- Supervise and coordinate sport award nights and ensure coaches responsibilities are carried out i.e.: highlight video, signing certificates, turning in names of award recipients, and preparing presentation of awards etc....
- Be a counseling resource for coaches and athletes.
- Fulfill all assigned coaching responsibilities.
- Complete other assigned duties as given by the athletic director.

Qualifications/Skills/Gifts:

- Strong commitment to the mission of CCS as well as the athletic philosophy of CCS
- Effective Christ-like leader in all areas of life
- Minimum of 2 years' experience of coaching students
- Managerial and coaching experience
- Communication, management, and organizational skills
- Certified in CPR and First Aid
- Obtain before coaching or maintain CDL.

Work Schedule:

Varies based upon sport coaching: Fall/Winter/Spring/Summer

