

## OLYMPIA SCHOOL DISTRICT NO. 111

**Job Category: Extra-Curricular**

**Posting Dates: March 26-April 1 2024**

The Olympia School District Human Resources Office is now accepting applications for the following positions. Interested district employees may submit a transfer request by calling the District Human Resources Office at 596-6185 prior to the deadline date. If you are interested in this position, please contact **Steve Taylor – 360-596-8070**.

<b>Position</b>	<b>Location</b>
<b>Head Coach – Boys Basketball</b>	<b>Capital</b>
<i>This position is for the 2024-2025 school year.</i>	
<i>Prior experience coaching basketball at the high school or above level. Demonstrated ability to successfully communicate in a respectful and professional manner with coaches, staff, students, parents and community members. First Aid/CPR/Concussion training required prior to first day of practice. Further WIAA/OSD required training is to be completed within first 2 weeks of season.</i>	
<i>The Olympia School District is committed to increasing the diversity of staff in our schools. Candidates who can contribute to this goal are encouraged to apply and to identify their strengths and experiences in this area.</i>	
Salary: \$5,711-\$6,805	

**Purpose:** The job of head coach at the high school level is done for the purpose of providing education, leadership, supervision and organization of the assigned building interscholastic team.

### **Essential Functions:**

- Provide direct leadership and organization for all levels of the assigned sport/activity.
- Provides direct ongoing supervision of all athletes, managers and assistant coach's before/during/after all practices/conditioning sessions, games, travel and other school-sanctioned events.
- Develops appropriate objectives for the assigned sport/activity.
- Develops a written copy of duties and expectations, meets individually and as a group, and conducts required evaluations with/for all assistant coaches.
- Maintains current knowledge of all national, state, league and district rules and regulations related directly to the assigned sport/activity, student participation and parent/community involvement.
- Manages the sport/activity budget, equipment and supply inventory, orders all necessary equipment and ensures all equipment and facilities are maintained in a safe condition.
- Arranges for and manages all equipment repair and maintenance as required by manufacturer, insurance provider and district.
- Reports, verbally and in writing, to the building **and** district Athletic Director any equipment and/or facility found to be in an unsafe condition.
- Continually teaches and emphasizes safety procedures and precautions to all athletes and assistant coaches.
- Reports all injuries using the OSD *Accident Report Form* and established process.

- Assumes direct responsibility clearing all athletes who are returning to play after an injury through the building Athletic Director.
- Monitors student compliance with all provisions of the OSD Athletic Code Policy 3000), OSD Student Rights and Responsibilities (Policy 3000), Building/Team Rules and Regulations, and WIAA Rules and Regulations.
- Immediately reports all violations or suspected violations of established rules and regulations to the building Athletic Director.
- Attends all league meetings directly related to the assigned sport/activity as directed and approved by the building Athletic Director.
- Organizes and conducts, in coordination with building Athletic Director, parent meetings prior to the season and provides ongoing parent communication throughout the season.
- Organizes awards and recognition for athletes/participants.
- Communicates results of each game/match to appropriate media.

#### **Other Functions:**

- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Participates in various meetings (e.g. parent conferences, professional development, hearings, site meetings, etc.) for the purpose of receiving and/or providing information and/or meeting credential requirements.

#### **Job Requirements - Qualifications:**

- **Experience Required:** Successful prior experience as head or assistant coach in designated sport/activity.
- **Skills, Knowledge and/or Abilities Required:**
  - Skills required* to motivate student athletes, communicate with individuals and groups from varied educational and cultural backgrounds, direct and evaluate performance of assistant coaches and support personnel, organize and manage all aspects of assigned interscholastic sport/activity, and support district/building philosophy/goals and objectives for student activities.
  - Abilities* to stand and walk for prolonged periods, perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative professional working relationships with students, parents, other school personnel and meet schedule and established deadlines.
- **Licenses, Certifications, Bonding, and/or Testing Required:**
  - Criminal Justice Fingerprint Clearance
  - Current First Aid/CPR certification
  - Holds, at a minimum, WIAA "Continuous Training Level" status. WIAA "Experienced" or "Preferred" Coaching Standard is preferred.
  - Successfully passed WIAA rules tests and/or WIAA officials test for specific sport.
  - For swim/diving coaches:* Red Cross Safety Training for Swim Coaches or Lifeguard Certification (U.S. Diving Safety Certification for Diving may be substituted for diving coaches) is required.
  - For pole vault coaches:* "Pole Vault Coaching Training" is required

#### **Application Procedure for Out-of-District Candidates**

Out-of-district applicants please apply through EdJobsNW at <https://edjobsnw.org>

*If you share our commitment to provide challenging opportunities for all students to be successful, we'd like to hear from*

*you!*

Olympia School District 111 Bethel St NE, Olympia, WA 98506  
(360) 596-6185 FAX (360) 596-6181 <http://osd.wednet.edu>

**Equal Employment Opportunity:**

Olympia School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. Auxiliary aids and services will be provided upon request to individuals with disabilities. The following employee(s) have been designated to handle questions and complaints of alleged discrimination: Title IX Officer – James Whitehead, (360) 596-8545, [jwhitehead@osd.wednet.edu](mailto:jwhitehead@osd.wednet.edu); Executive Director of Elementary Education – Autumn Lara, (360) 596-8534, [alara@osd.wednet.edu](mailto:alara@osd.wednet.edu); Section 504 and ADA Coordinator (Students) – Ken Turcotte, (360) 596-7530, [kturcotte@osd.wednet.edu](mailto:kturcotte@osd.wednet.edu); ADA Coordinator (Staff) – Starla Hoff, (360) 596-6185, [shoff@osd.wednet.edu](mailto:shoff@osd.wednet.edu); Affirmative Action Officer and Civil Rights Compliance Coordinator – Scott Niemann, (360) 596-6185, [sniemann@osd.wednet.edu](mailto:sniemann@osd.wednet.edu). Address: Knox Administrative Center, 111 Bethel St NE, Olympia, WA 98506.

The Olympia School District will provide reasonable Accommodations to enable persons with disabilities the opportunity to apply for open positions and to participate in District interview procedures. Persons with disabilities or are in need of translation services are asked to notify the Human Resources Office at least three days prior to the date on which the requested accommodation is needed. Human Resources Officer: Voice: (360) 596-6185 or TDD: (360) 596-7537 or FAX: 360-596-6181.