

OLYMPIA SCHOOL DISTRICT NO. 111

Job Category: Extra-Curricular

Posting Dates: August 21 – 27, 2008

The Olympia School District Human Resources Office is now accepting applications for the following positions. If you are interested in this position, please contact **Monica West (596-3213)**.

Position	Location
Coach – 8th Grade Boy's Soccer	Jefferson Middle
<i>Salary: Extra Curricular Salary Schedule</i>	

Job Description

Title: Head Coach: Middle School

Purpose: The job of head coach at the middle 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 the assigned sport/activity.
- Provides direct ongoing supervision of all athletes and managers 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.
- Maintains current knowledge of WIAA, 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 manufacture, 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.
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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

Application Procedure for out of district candidates

Apply through Public Schools Personnel Cooperative @ www.teachinginwashington.com.

*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 1113 Legion Way SE Olympia, WA 98501
(360) 596-6185 FAX (360) 596-6181 <http://osd.wednet.edu>

Equal Employment Opportunity: The Olympia School District No. 111, does not discriminate on the basis of age, race, creed, color or national origin, gender, marital status, or non-job related physical, sensory or mental handicap in its educational programs, activities, employment procedures and personnel practices as required by state and federal laws. Experience and expertise in working with individuals from diverse backgrounds are desirable in applicants for all district positions. Inquiries or complaints regarding compliance with these laws should be directed to Affirmative Action Officer, Beth Scouller, Olympia School District No. 111, 1113 Legion Way S.E., Olympia, Washington 98501 (360) 596-6185. Complaint forms are available from the Affirmative Action Officer for concerns in the regulated areas of Affirmative Action, Title IX (Education Amendments of 1972) and Section 504 (Vocational Rehabilitation Act of 1973).

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 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.