

HARLEM CONSOLIDATED SCHOOL DISTRICT #122

Job Description

Assistant Coach Level II

Supervisor: District Athletic Director/
Head Varsity Coach/
Head Coach of Corresponding
Level

FLSA Status: Non-Exempt **Employee Group:** Differential

Qualifications:

1. Valid Illinois Teaching Certificate or meet current IHSA eligibility regulation for coaches
2. Previous Experience in Coaching or participation in sport preferred

Terms of Employment:

- Starts with IHSA opening practice date and ends with IHSA final contract date (end of July)
- Differential
- Year to Year Contract

Duties and Responsibilities:

1. Carry out the rules of the sport, regulation in IHSA handbook, TARGET and district policies and Responsibilities in the coach's handbook.
2. Assist in proper registration of all athletes, issuing equipment and gathering information for season reports and eligibility.
3. Meet with team to discuss IHSA, TARGET, and district policies with athletes.
4. Assist with Pre-season training programs set by the head coach.
5. Assist in responsibility for care of equipment and facilities.
6. Assist in supervisory control over athletes and teams assigned, to include imposing discipline in a firm and positive manner.
7. Attend all contests and practices
8. Assist in the instruction of players in rules of game, sportsmanship, rule changes, new development and ideas.
9. Assist in creating reports as requested by head coach and/or Athletic Director.
10. Perform scouting.
11. Keep current with best practices and requirements as they relate to your job assignment.
12. Perform such other job related duties and assume such other professional responsibilities as your supervisor may from time to time assign or delegate.
13. Represent the Harlem Consolidated School District in a professional manner.
14. Utilize an appropriate range of instructional strategies and curriculum resources encompassing all forms of diversity while promoting equity and inclusion.