



Job Description for Coach

Position Type	Contract Employee or Volunteer
Compensation	Stipend or Volunteer
Supervisor	Athletic Director or Head Coach
Primary Duties	The coach instructs athletes in the fundamental skills, strategy, and physical training necessary for them to pursue Christian excellence as an individual and a team. This person shall prayerfully help athletes learn attitudes and skills that will contribute to their development as mature, able, and responsible Christians to the glory of God.
Education Requirement	<ul style="list-style-type: none"> • Degree preferred. • Hold and maintain first aid and CPR certification and Sports First Aid. • Have received or will soon receive acceptable training to meet MSHSAA standards of for coaches.
Experience	<ul style="list-style-type: none"> • Have had success in interscholastic athletics.
Job Requirements	<ul style="list-style-type: none"> • Adhere to the LWCS employee profile, doctrinal statement, and Board Policy Manual. • Recognize the need for good public relations, and represent the school in a favorable and professional manner to the school’s constituency, local schools, and the general public. • Possess the necessary customer service and public relations skills to market the school to potential families and the general public. • Provide spiritual leadership to the athletes, the team, and the parents. • Provide leadership through an understanding of the standards and mission of LWCS. • Provide administrative leadership to accomplish the goals and objectives assigned by the school administration, athletic director, and school policy. • Provide coaching leadership by setting appropriate goals and objectives for the student athletes and the team. • Physical ability and stamina to coach the sport.
Essential Function	<p>Spiritual Leadership</p> <ul style="list-style-type: none"> • Have devotionals and prayer with teams. • Motivate students to grow in their faith. • Lead students to a realization of their self-worth in Christ. • Ensure that LWCS athletics is Christian-based, nurturing, wholesome, and loving. • Work with the administration and staff to address the holistic formation of student athletes. • Carry out Christ-centered guidance with players, parents, and staff. <p>Academic Leadership</p> <ul style="list-style-type: none"> • Have knowledge and understanding of LWCS’s Christian philosophy of education that will help provide leadership and guidance in the school’s development of and commitment to a Christian worldview. • Have knowledge of the school’s standards and mission. • Integrate biblical principles and Christian worldview.

- Have knowledge of the physical and emotional development of children— particularly at the age level of the children being coached—and understand the problems they face.
- Plan an athletics program that, as much as possible, meets the individual needs, interests, and abilities of the students, thus challenging them to do their best work.
- Keep open communications. Send information/correspondence to players and their parents. Respond in a timely manner to parent complaints and to parent requests for help or information.
- Ensure that the facilities that are used for the specific sport reflect a professional, stewardly, and Christian environment.
- Participate, when requested, in formal and informal parent-coach conferences.
- Participate in continuous professional development through professional reading, in-services, clinics, workshops, conferences, and LWCS coaches clinics and in-services.
- Provide a good learning environment by keeping proper discipline in the facilities used for the specific sport.

Administrative Leadership

- Have the ability to accomplish the goals and objectives assigned by the school administration and school policy.
- Help the staff, students, and volunteers function efficiently, effectively, and eternally significant.
- Understand supervision and how to lead in a positive manner.
- Respect professional ethics that require confidentiality concerning the sharing of information about children, parents, or staff.
- Know the procedures for dealing with emergency situations in the sports facilities.
- Report to the appropriate individuals any campus safety, health, and maintenance needs that are observed.
- Inform the administration in a timely manner if unable to fulfill any assigned duty.
- Deal directly and frankly with the school administration in an earnest effort to resolve differences of opinion when they exist.

Coaching Leadership

- Work with the athletic director in setting specific, attainable goals and objectives for the coached sport.
- Work with the athletic director to coordinate all athletic events including, but not limited to, interscholastic athletic contests, tournaments, trips, clinics, camps, practices, and scrimmages.
- Lead student athletes on and off the court or field in a specific sport, increasing their knowledge of the sport and emphasizing good sportsmanship.
- Carry out a program for teaching and promoting the ideals and fundamentals of good sportsmanship, supporting the school's mission statement.
- Enforce consequences for students and volunteers who do not abide by established standards.
- Support participants, coaches, parents, and fans that teach and display good sportsmanship. Recognize exemplary behavior and actively discourage undesirable conduct by athletes, coaches, parents, fans, and others.
- Be familiar with the school policies and the policies of appropriate national organizations, MSHSAA, and AAA; establish procedures so that the school, its personnel, students, parents, and other spectators will not be placed in potential liability situations.

	<ul style="list-style-type: none"> • Be able to carry out the emergency response plan for injured players in the specific sport and for potential medical emergencies that may be experienced by any participant or spectator. • Compile records of both team and individual marks in the specific sport that will serve as school records. • Enforce procedures for safety and parental notification for away events. • Represent the school and the student athletes, as needed, at any and all appropriate MSHSAA, AAA, and other meetings. • Participate in the inventorying of all equipment and uniforms for coached sport. • Provide for care and security of all sports equipment. • Account for all uniforms and equipment checked out. Notify the athletic director if a player has a uniform or equipment that is missing or damaged. <p>Additional Duties or Responsibilities</p> <ul style="list-style-type: none"> • Recognize the need for good public relations. Represent the school in a favorable and professional manner to the school’s constituency and the general public. • Support the school’s development programs and activities in areas of constituency relations, fund-raising, and student recruitment and retention. • Involve parents in prayer and volunteerism as appropriate. • Participate in the end-of-year school closing process, such as the inventorying of facilities, furniture, equipment, uniforms, and other items. • Ensure that provision is made for the accountability and securing of all funds raised by players and parents in support of the coached sport. • Support the broader program of the school by attending extracurricular activities when possible. • Perform any other duties that may be assigned by the administration.
Equipment used for this job	Computer, standard office equipment, applicable sports equipment.

“The mission of Living Word Christian School is to assist Christian families in equipping students with a Christ-centered education, empowering them to impact the world for the glory of God.”