

San Francisco Unified School District
Assistant Athletic Coach
Job Description

- Title: Assistant Athletic Coach
- Qualifications:
- a) Previous Coaching Experience or College level or higher playing experience in the sport being coached (not mandatory for volunteers)
 - b) Previous work with youth (not mandatory for volunteers)
 - c) Must pass SFUSD Background Check and possess negative TB test within the last four years (paid Assistant Athletic Coaches must also possess valid CPR and First Aid Certification and ASEP certification or waiver for first year coach)
- Reports to: School Principal or his/her designated Assistant Principal, Athletic Director, and Head Athletic Coach
- Supervises: NA
- Job Goal: To instruct athletes in the fundamental skills, strategy, and physical training necessary for them to realize a degree of individual and team success under the direction of the Head Athletic Coach. At the same time, the student shall receive instruction that will lead to formulation of moral values, pride of accomplishment, acceptable social behavior, self-discipline, and self-confidence
- General Statement:
- a) The success of athletic programs has a strong influence on the community's image of the entire system. The public exposure is a considerable responsibility and community/parent pressure for winning performance is taxing, but must not over-ride the objectives of good sportsmanship, good mental health, safety, and the CIF and SFUSD directive of Pursuing Victory with Honor
 - b) The position includes other unusual aspects such as extended time, risk injury factor, and due process predicament
 - c) It is the express intent of this job description to give sufficient guidance to function. In cases not specifically covered, it shall be assumed that a coach shall exercise common sense and good judgment
- Duties and Responsibilities:
- a) Organization and Communication:
 - 1) send information/correspondence to players and parents as requested by the Head Athletic Coach

- 2) establish open communication with parents and athletes to address any issues or concerns related to the team
- b) Administrative:
- 1) implement and follow all CIF, SF Section, SFUSD, CA Education, and school athletic codes, rules, and philosophies
 - 2) work with Head Athletic Coach, Athletic Director, Counselors, and Athletic Office to confirm both residential and academic eligibility of each athlete
 - 3) monitor athlete class attendance, behavior, and academic progress
 - 4) attend all practices and games as directed by the Head Athletic Coach
 - 5) ensures quality, effectiveness, and validity of any oral or written correspondence with the media
 - 6) attend and scout other teams as directed by the Head Athletic Coach
 - 7) monitor the inventory, usage, storage, repair, and cleaning of all equipment and uniforms
 - 8) if an ASEP waiver was given for a first year paid coach, then the coach must complete the ASEP prior to the beginning of his/her second year
- c) Training and preparation of Athletes (Under the direction of the Head Athletic Coach):
- 1) provide training on all rules and skills of the specific sport
 - 2) provide training on physical conditioning and injury prevention
 - 3) institute, teach, and monitor all drills
 - 4) provide appropriate sport specific tactical training
 - 5) provide positive motivation
 - 6) discipline players as necessary in accordance with team, school, league, section, and CIF rules
 - 7) direct and monitor activities of any team managers
 - 8) confer with medical personnel for proper approval prior to allowing any injured player to return to athletic activity
- d) Other tasks as Assigned by the Head Athletic Coach