**TITLE:**

 Assistant Coach

**QUALIFICATIONS:**

1. Holds a current Nebraska Teaching Certificate
2. Has knowledge of adolescent young men and women and the ability to apply said knowledge
3. Has the ability to organize materials and people

**REPORTS TO:**

 Head Coach

**JOB GOAL:**

To carry out the aims and objectives of the sport program as outlined by the Head Coach

**PERFORMANCE RESPONSIBILITIES:**

1. Attends a meeting with the Athletic Director prior to the first practice
2. Assists the Head Coach in securing all doors, lights, windows and locks before leaving the building and/or field after practice and games
3. Is responsible for the actions and conduct of the team when under his/her jurisdiction
4. Has knowledge of all rules, regulations and policies that affect his/her respective sport
5. Assists the Head Coach in checking out equipment prior to the start of the season and in checking in and inventorying all equipment at the end of the season
6. Attends all games and practices, unless excused by the Head Coach
7. Assumes the duties of the Head Coach when the Head Coach is absent
8. Serves as the Head Coach for the Junior Varsity and Freshmen teams
9. Assists the Head Coach during all varsity games
10. Carries out all other duties and responsibilities assigned by the Head Coach
11. All other district-related duties as assigned by supervisor

(Aides not holding a valid teaching certificate will be governed by separate administrative regulations.)

**ESSENTIAL FUNCTION:**

 Regular and reliable attendance is an essential function of the job.

**TERMS OF EMPLOYMENT:**

Terms of employment will be defined by a combination of Board policies and the negotiated agreement.

**EVALUATION:**

The Assistant Coach will be evaluated according to the information delineated on the job description and according to school policy. The evaluation will be conducted by the Head Coach and the Athletic Director.