



**THE LEARNING CENTER
FOR THE DEAF**
ATHLETICS DEPARTMENT

POSITION: ASSISTANT COACH

Provide support to head coach and direct supervision to student athletes including leadership and coordination in your specific sport to allow worthwhile learning experiences for them.

REQUIREMENTS:

- Previous experience as a coach in the assigned sport including knowledge of issues and priorities important to the athletes' needs preferred
- A minimum of conversational fluency in American Sign Language required, with native, or near-native ASL fluency preferred
- Ability to communicate and work effectively as part of a team
- CPR, First Aid, OSHA and Medical Certifications are required
- A valid drivers license and a clean driving record required
- National Federation High School Coach's Certification, preferred, but not required

SUPERVISOR: Head Coach

FUNCTIONS AND RESPONSIBILITIES:

Responsible for assisting head coach in selecting and evaluating of student athletes. Also, responsible to attend practice sessions, meetings, and other assignments as requested by the head coach and/or the Athletic Director.

Attend various meetings, as needed, to ensure smooth communication and implementation of plans. Responsible to ensure that all external and internal required reports are complete, accurate, and submitted on time or as scheduled.

Communicate with student athletes clearly and effectively including the philosophy and fundamental skills associated with the sport. Stress good sportsmanship, safety, and the values of athletics, positive community relations and a positive image of the school to students, staff and opponents.

Assist in game administration and management as well as follow and carry out recommended techniques, methods, etc., related to the philosophies of the head coach without deviating from them before first consulting with the head coach.

Conduct regular sport practice sessions for one and one-half or two hours on weekdays throughout the sports season in the absence of the head coach (except with the permission of the Athletic Director to cancel a particular practice session). Also, accompany and assist with supervising student athletes on sporting events at TLC and throughout the state and country.

With instructions from the head coach, the assistant coach will provide direct supervision of student athletes in vehicles, locker rooms, gyms, playing fields, cafeteria, and dorms during sport practices. Coaches will wait with the student athletes until all members of the team have been picked up from an event. The assistant coach will supervise and instruct student athletes and managers in caring for and storing equipment and supplies; maintaining lockers, showers and supply rooms; washing towels and uniforms; keeping scores and statistics; and securing personal items. Controls key and building security including checking out keys and returning them at the end of the season; securing all doors; and turning out lights at the completion of practice or event.

Assist with the caring of injured students on the TLC campus by accompanying them, when requested, to the Health Center. Report any hazardous situation to the head coach and/or to the Athletic Director in a timely manner.

Instruct team members as to changes in the rules, and teach the fundamentals of the sport as outlined by head coach. Report periodically to the head coach or Athletic Director any developments or unusual events in the sports program.

Become familiar with the Massachusetts Bay Independent League (MBIL), Girls Independent League (GIL), New England Preparatory School Athletic Council (NEPSAC) and Eastern Schools for the Deaf Athletic Association (ESDAA) manual, bylaws, and comply with all TLC policies and procedures including the TLC Coaches Handbook.

May be delegated and trained to conduct medication administration or certain medical procedure responsibilities for students.

Some lifting may be required when working with young students or students with special needs, however, TLC embraces and celebrates a spirit of inclusion and diversity, and reasonable accommodations and modifications will be made whenever possible. The diversity of our student population may require that some assignments have a heavier physical responsibility due to safety. If the opening for which you are applying will require more strenuous physical activity, the unique needs will be discussed at the time of interview.

Perform other tasks as assigned by the Department Supervisor.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

TLC is proud to be an equal opportunity employer and all employees and applicants for employment are afforded equal opportunity in every area of hiring and employment without regard to race, color, religious creed, national origin, ancestry, sex, gender identity, age, criminal record (inquiries only), handicap (disability), mental illness, retaliation, sexual harassment, sexual orientation, genetics, active military, and any other legally protected characteristic.