

# THE LEARNING CENTER FOR THE DEAF

## ATHLETICS DEPARTMENT

**POSITION:** HEAD COACH

**DEFINITION:** Provide direct supervision and support to assistant coach(es) and athletes including leadership and coordination in your specific sport to allow worthwhile learning experiences for student athletes.

**REQUIREMENTS:**

- Previous experience as a coach in the assigned sport including knowledge of issues and priorities important to the athletes' needs preferred.
- Fluency in American Sign Language and written English.
- 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 as determined by Human Resources is required.
- National Federation High School Coach's Certification, preferred, but not required

**SUPERVISOR:** Athletic Director

**FUNCTIONS AND RESPONSIBILITIES:**

Responsible for assisting Athletic Director in selecting, supervising, and evaluation of Assistant Coach(es).

Attend various meetings, as needed, to ensure smooth communication and implementation of plans. Responsible to ensure that all externally and internally 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. Enthusiastically and successfully recruit student athletes. Stress good sportsmanship, safety, and the values of athletics, positive community relations and a positive image of the school to students, staff and opponents.

Conduct regular sport practice sessions for one and one-half or two hours on weekdays throughout the sports season (except with the permission of the Athletic Director to cancel a particular practice session). Accompany and supervise student athletes on sporting events at TLC throughout the state and country.

Provide direct supervision of student athletes in vehicles, locker rooms, gyms, playing fields, cafeteria, and dorms during sport practices. Coaches will wait with students until all members of the team have been picked up from an event. 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. Securing all doors; and turning out lights at the completion of practice or event.

Provide the Athletic Director with up-to-date rosters and eligibility lists at the beginning of the practice season and at any time the roster changes including practice schedules, team meetings and game schedule. Also, consults with the Athletic Director prior to suspending or dismissing any student from the sport team.

Care for injured students, working closely with the athletic trainer when available or school nurse, on the TLC campus by sending them immediately (if possible) to the Health Center. Report any hazardous situation to the Athletic Director in a timely manner.

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.

Perform other tasks as assigned by the Athletic Director and/or Secondary Principal.

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

#### **PHYSICAL REQUIREMENTS:**

Must be physically able to perform all duties of the job including pursuing running students and participating in sports and recreation activities with students. Job may also include prolonged standing, frequently lifting up to 50 pounds, pushing, pulling, bending, stooping, twisting, reaching above shoulder level as well as reacting quickly to minimize escalating behavioral outbursts.

Your employment with The Learning Center for the Deaf is a voluntary one and is subject to termination by you or The Learning Center for the Deaf at will, with or without cause, and with or without notice, at any time. Nothing in these policies shall be interpreted to be in conflict with or to eliminate or modify in any way the employment-at-will status of The Learning Center for the Deaf employees.

This policy of employment-at-will may not be modified by any officer or employee and shall not be modified in any publication or document. The only exception to this policy is a written employment agreement approved at the discretion of the President or the Board of Directors, whichever is applicable.

*These personnel policies are not intended to be a contract of employment or a legal document.*

*The Learning Center for the Deaf is an Equal Opportunity Employer.*