

## **Job Description**

**Job Title:** Middle School Girls' Basketball Coach

**Supervisor:** Principal of Students and Families & the Athletic Director

**Job Classification:** Seasonal, Stipend

### **Job Summary**

The Middle School girls' basketball coach is responsible for coaching middle school student athletes in game strategies and techniques to prepare them for interscholastic basketball competitions. Position motivates student athletes to develop an appreciation of the sport.

### **Essential Duties**

1. Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport.
2. Assesses player's skills and assigns team positions.
3. Develops a regular practice schedule and organizes practice time to provide both individual and team development.
4. Works with the Athletic Director in scheduling facilities for practices and competition.
5. Coaches and instructs players, individually and in groups, regarding the rules, regulations, equipment, and techniques of the sport.
7. Observes players, during competition and practice to determine the needs for individual or team improvement.
8. Determines game strategy based on the team's capabilities.
9. Establishes and maintains standards of decorum and provides proper supervision of athletes at all times.
10. Follows established procedures in the event of an athlete's injury.
11. Follows state, regional, and district regulations governing the athletic program.
12. Models sports-like behavior and maintains appropriate conduct towards players, officials, and spectators.
13. Acts as a team representative and promotes the sport by communicating with booster clubs, service clubs, community groups, and other organizations.
14. Follows established procedures for the proper care, maintenance, and requisitioning of equipment, supplies, and uniforms.
15. Works with the Athletic Director to develop a policy for awards and submits a list of award winners at the end of the season.
16. Maintains eligibility forms, emergency data cards, insurance records, equipment inventory, and other related records.
17. Models nondiscriminatory practices in all activities.

### **Other Duties**

1. Attends staff development meetings, clinics, and other professional activities to improve coaching performance.
2. Performs any other related duties as assigned by the Principal and Athletic Director or other appropriate administrator.

### **Minimum Qualifications (Knowledge, Skills and/or Abilities Required)**

Must possess effective coaching techniques and skills. Must possess a thorough knowledge of the rules, regulations, strategies, and techniques of the sport. Must possess the ability to establish and maintain effective working relationships with school administrators, parents, and students. Experience as a basketball coach or assistant coach at the middle/hs school or college level preferred.

### **Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Must have the ability to stand for extended periods of time; exhibit manual dexterity to dial a telephone, see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly; physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

*This description is intended to indicate the kinds of tasks and levels of work difficulty that will be required of this position. It is not intended to limit, or in any way to modify, the right of any administrator to assign, direct or reassign duties and responsibilities to this job at any time. The coach will be required to follow any other instructions and to perform any other related duties as assigned by the Principal & Athletic Director or appropriate administrator. Islamic Foundation School reserves the right to update, revise or change this job description and related duties at any time.*