

JOB DESCRIPTION

TITLE: Assistant Varsity Track Coach



QUALIFICATIONS INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

1. In-depth knowledge and experience in Track.
2. Previous coaching experience in Track (long jump, triple jump, high jump) preferred.
3. First Aid Certified
4. Complete all requirements for Certification for Coaching through the Minnesota State High School League within one year of hire.

REPORTS TO:

Head Track Coach Coach

JOB GOAL:

To assist in the organization, coordination and promote a comprehensive program in Track that is designed to meet the needs and interests of the St. Croix Preparatory Academy community. To provide effective leadership that will ensure a positive learning environment and will stress the importance of academic achievement, leadership and character. To demonstrate a high degree of ethics, professionalism, human relations and be a positive role model for all students.

GENERAL PERFORMANCE RESPONSIBILITIES:

1. Comply with the rules and regulations of the St. Croix Preparatory Academy and the Minnesota State High School League.
2. Prepare reports, inventory and recommendations for equipment as directed by the Head Coach.
3. Plan, organize, and implement the teaching of fundamentals, strategies, rules, and proper conditioning in the assigned sport/program.
4. Provide an atmosphere conducive to good sportsmanship; compile and maintain accurate individual and team performance records; participate in the awards program(s) according to school procedure.
5. Ensure that adequate supervision is provided for all students involved in the program; provide for the safety of participants by inspecting facilities and equipment and being aware of environmental conditions.
6. Issue, collect, inventory, and store equipment consistent with department guidelines.

7. Instruct participants in safety procedures and in the need to report injuries to the coach and/or trainer immediately; implement appropriate procedures for handling injury situations; ensure the availability of a properly supplied first aid kit and emergency care cards at all times.
8. Maintain proper and appropriate discipline among students during athletic contests, practice sessions, and while on trips off school property
9. Effectively communicate with colleagues, students, and parents.
10. Perform other related duties as assigned by the Head Coach.

SALARY:

\$2,000

Submit Letter of Application and Resume to:

Rich Dippel
Activities Director
St. Croix Preparatory Academy
4260 Stagecoach Trail N
Stillwater, MN 55082
rdippel@stcroixprep.org