

SAISD Expectations and Job Descriptions For Middle School Head Coaches

Mission Statement:

The mission of the SAISD Athletic Department, a partner in academics and athletics is to ensure and enhance the quality of life for the youth of our school district by providing competitive activities. These activities will produce young men and women able to enter the community and become constructive, contributing members of society.

Middle School Head Coaches are required to:

1. Serve as a role model that exemplifies leadership, moral character, commitment, good sportsmanship and dedication by modeling to their athletes and coaching staff the same behavior and dress that they require of them in practice and competition. Implement the same system as high school program and scout for high school as assigned by the high school coordinator.
2. Attend all assigned in-service programs, clinics and staff meetings set up by the Athletic Department, athletic coordinator, or Principal.
3. Teach good fundamental skills while being positive with their athletes.
4. Maximize each individual's contribution to the team, encourage athletes to support one another in a positive manner, recognize good effort, sportsmanship, and individual achievements.
5. Maintain equipment, (storing, securing, repairing, issuing, and inventorying). Keep a complete inventory of all equipment issued to coaches. Collect keys and equipment from any coach leaving the school.
6. Inventory all equipment of coaches leaving their athletic program or school and collect their keys.
8. Keep up-to-date records (squad lists, insurance forms, physicals, season statistics, parent approvals, and eligibilities).
9. Have a systematic method of recruiting athletes and maintaining their eligibility and team membership.
10. Provide proper supervision for all team members during practice, game, and athletic events.
11. Assist in the operation of various sports activities and as assigned by the Athletic Office.
12. Set a proper example by being prompt and on time to all meetings, practices, and athletic events.
13. Encourage strong lines of communication with coordinator, principal, and Athletic Office.
14. Adhere to the Athletic Department procedures in addressing student athlete injuries.
15. Maintains filed copies of current team rules that have been approved by the campus principal and signed by student athletes and parents
16. Develop good work ethic among athletes by practicing five days a week at a time appropriate in length.
17. Games and practice should reflect good planning and organization.
18. Plan, manage, and supervise all practices, locker rooms, and game situations.
19. Work to build a strong sense of self-esteem in athletes by exhibiting confidence in each player and the team as a whole and use positive reinforcement to motivate athletes to reach their full potential.
20. Invite High School staff to social gatherings, banquets, and athletic activities sponsored by the Middle School and attends their functions as well.
21. Exhibit proper leadership skills when dealing with their athletes, coaching staff, other coaches, opponents, fans, and parents.
22. Demonstrate fairness, understanding, tolerance, patience, care and concern for their student athletes.
23. Demonstrate concern and involvement in all sports regardless of individual assignments.
24. Use motivation techniques and strategies that are age appropriate and which comply with the code of ethics for teachers and coaches applicable to them, as well as, the requirements of the Athletic Department and the San Antonio Independent School District.
25. Follow district policy when purchasing equipment, keep accurate records of purchases, and follow district procedures related to student activity accounts as specified in the Athletic Handbook.
26. Communicate to team members the importance of accepting responsibility for their decisions and their own behavior on and off the playing field.
27. Encourage athletes to achieve academic success and show pride in their capabilities, abilities, and involvement in other school activities ensuring in developing the well-rounded athlete.
28. Hold regular staff meetings to that their staff is current, understands, and abides by the rules and regulations set forth by all governing agencies including, but not limited to: UIL, TEA, and Board of Education, Athletic Department, National Federation Association and the San Antonio Independent School District Administration.
29. Cooperate with the Athletic Department and the school in regard to submitting documents as listed in the Athletic Handbook and mandate that all policies in the Athletic Handbook be followed.

30. Be current in RCP, CPR, AED and First Aid before working with the middle school athlete.
31. Dress according to "Dress Code for Coaches and Athletic Trainers."
32. Perform other duties related to the athletic program, as stipulated by SAISD.
33. Any coach hired after August 1, 2011 will be required to obtain a CDL certification.

I have read the above requirements and I understand that I am expected to fulfill them and I Understand that if I do not fulfill them I will be subject to penalty.

Teacher/Coach Signature

Date