



AIMS K-12 College Prep Charter District

Title: Athletic Coach
Category: Classified
Work Year: Seasonal
Employment Type: Part Time
Stipend: \$3000
Supervisor: Athletic Director

JOB GOALS: The Head Coach, under the direction of the Athletic Director, is responsible for leading and managing a specific sports program at AIMS K-12 College Prep. This role involves coaching student-athletes, promoting positive athletic experiences, and ensuring the team's success aligns with the school's mission and values.

OR The Athletic Coach at AIMS K-12 College Prep, under the direction of the Athletic Director, is to lead, coordinate, support and manage a specific sports program; along with activities where student-athletes will participate in. This includes and is not exclusive to sports, Pep rallies, dances and spirit weeks, etc. One of the expectations within the AIMS K-12 College Prep Charter District community is that student athletes give back - both externally and internally.

ESSENTIAL JOB DUTIES:

- Teach the skills, rules, and attitudes necessary for successful competition.
- Develop a comprehensive training and competition plan for the team, focusing on skill development, teamwork, and sportsmanship.
- Supervise students at all times, from the start of practice or activity until the designated end time.
- Be responsible for the conduct of student-athletes and other involved students at all times (practices, games, bus rides, other schools, etc.).
- Emphasize the positive aspects of athletics and encourage participation in athletics on campus.
- Schedule team practices and oversee athlete supervision during practices and games.
- Ensure the proper completion of physical examinations and all forms relating to examinations and emergency medical authorization before a student participates in any tryout, practice, scrimmage, or game.
- Maintain equal treatment of male and female student-athletes (Title IX).
- Ensure the security of all facilities used by the team and coaching staff when custodians are not on duty.
- Conduct tryouts for the sports program, maintaining the integrity of the selection process.
- Provide copies of all game schedules when needed.
- Attend all required coaches meetings and perform other duties as assigned by the School Site Administrator and Athletic Director.
- Assist the Athletic Director in planning a Senior Night at the last home contest of each year.
- Connect with respective season Head Coaches to plan suitable team events, such as awards ceremonies and banquets.
- Coordinate with the Athletic Director or Assistant Athletic Director to establish specifications

for supplies, equipment, and services.

- Collect all uniforms and equipment at the end of the season.
- Work with the Athletic Director or Assistant Athletic Director to establish a pre-contest checklist to ensure the proper location of necessary equipment and supplies and proper field and/or facility preparation.
- Consult with the Athletic Director regarding any off-season training programs, including scheduling dates for summer camps/practices, uniform fitting, and pre and post-tryout informational parent meetings.
- Maintain a report of student-athlete attendance on game days.

QUALIFICATIONS:

- Minimum 1-2 years of relevant professional work experience preferred
- Athletic Coaching experience preferred
- Events management experience a plus
- Experience managing, training, and leading groups of students
- Experience with managing contracts with outside vendors/partners
- California Drivers License
- Experience in working with K-12 students
- Fingerprinting and TB requirements

CERTIFICATION REQUIREMENTS:

- NFHS Certification (First Aid, Health and Safety Fundamentals of Coaching, Concussion, Heat Stroke, COVID-19 Safety)
- CPR/First Aid Certification

KNOWLEDGE AND ABILITIES:

- Coaching techniques and strategies for the specific sport.
- CIF and BACSAC rules, regulations, and compliance requirements.
- Safety and risk management practices in athletic settings.
- Principles of leadership, team building, and student-athlete development.
- Lead and motivate a diverse team of student-athletes.
- Communicate effectively with various stakeholders, including students, parents, faculty, and community members.
- Analyze and interpret data to make informed decisions and recommendations.
- Cultivate a positive and inclusive athletic environment that supports student-athlete success.

PHYSICAL ACTIVITY REQUIREMENTS:

- **Minimum Work Position (Percentage of Time):**
 - Standing: 20
 - Walking: 75
 - Sitting: 5
- **Minimum Body Movement — None (0), Limited (1), Occasional (2), Frequent (3), Very Frequent (4)**
 - Frequency: 4
 - Lifting (50 lbs.): 4

- Bending: 3
- Pushing and/or Pulling Loads: 4
- Reaching Overhead: 4
- Kneeling or Squatting: 4
- Climbing Ladders: 1
- Climbing Stairs: 4

NON-DISCRIMINATION: AIMS College Prep Charter District does not discriminate on the basis of race, color, religion, gender, marital status, ancestry, political affiliation, age, sexual orientation, disability, medical condition, national origin, or mental or physical handicap in any of its policies or procedures related to admissions, employment, educational services, programs or activities.

Board Approval: Pending Board Approval