



JOB DESCRIPTION

BAND	GRADE	SUBGRADE	WORKING CONDITIONS
JOB TITLE			CONTRACT REFERENCE
Assistant Coach			FEA Master Agreement
TITLE OF IMMEDIATE SUPERVISOR			VERSION DATE
Head Coach			January 2016

JOB SUMMARY

To serve as the assistant to the head coach of the program.

TASK NO.

The essential functions of this job include, but are not limited to, the following fundamental job duties:	
1.	Assist coaching the sport under the direction of the varsity head coach.
2.	Attend all meetings required by the Activities Administrator and/or the head coach.
3.	Where appropriate, act as the head coach of the team you are assigned.
4.	Complete all district paperwork, attend preseason meetings, comply with Minnesota State High School League (MSHSL) regulations, and complete season end responsibilities in a timely manner.
5.	Stay abreast on sport rules, MSHSL and Conference rules, guidelines, and activities.
6.	Act, dress, and respond professionally in all situations.
7.	Be up to date with current coaching techniques, strategies, and systems.
8.	Be punctual and abide by all team and district rules and policies.
9.	Be available for off-season activities under the direction of the head coach.
10.	Provide leadership to students and community that model characteristics of integrity, honesty, perseverance, caring, humor and passion.
11.	Embody the Mission and Vision of the Fridley Activities Department in all assigned duties.
12.	Other duties as assigned.

QUALIFICATIONS (Specific training or job experience required before appointment)

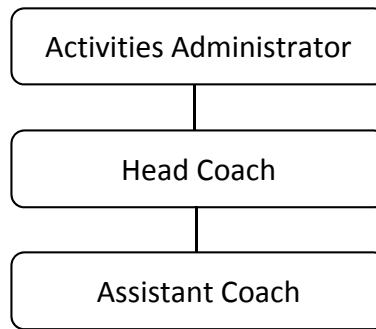
- Meet all current MSHSL coach requirements.
- Coaching and/or sport specific experience preferred.

JOB TITLE

Assistant Coach

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CONTRACT REFERENCEFEA Master Agreement

ORGANIZATIONAL RELATIONSHIPS

SYMBOLS

DIRECT SUPERVISION

INDIRECT SUPERVISION

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WORK DIRECTION

ADVISE/INFORM

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PHYSICAL FACTORS

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 accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employed is regularly required to talk, hear, climb, balance, stoop, kneel, reach for objects, stand, walk, push, pull, lift, and use hands to grasp and feel. The employed must frequently lift and/or move up to 60 pounds, occasionally being required to lift and/or move up to 80 pounds or more. Specific vision abilities required include close vision, distance vision, and the ability to adjust focus.

NON EXEMPT

Not to exceed 40 hours per week.