



**JOB DESCRIPTION**

**BAND GRADE SUBGRADE WORKING CONDITIONS**

<b>JOB TITLE</b> Head Coach	<b>CONTRACT REFERENCE</b> FEA Master Agreement
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<b>TITLE OF IMMEDIATE SUPERVISOR</b> Activities Administrator	<b>VERSION DATE</b> January 2016
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**JOB SUMMARY**

The head coach will oversee all aspects of the high school program. These duties include but are not limited to:

**TASK NO.**

The essential functions of this job include, but are not limited to, the following fundamental job duties:	
1.	Hire and supervise the coaching staff in collaboration with the activities director.
2.	Schedule all games, scrimmages and practices in collaboration with the activities director.
3.	Oversee all equipment and uniform orders. Provide a system for successful hand-out and turn-in of all equipment and uniforms.
4.	Manage all game and practice facilities and provide the activities director informative needs and upkeeps throughout the year.
5.	Oversee all fundraising activities.
6.	Oversee feeder and off-season programs, establish a positive working relationship with youth program, middle school programs, and parent booster clubs.
7.	Provide academic checks and support to ensure players' academic success.
8.	Delegate responsibilities to assistant coaches, provide support and feedback, and build staff camaraderie and rapport.
9.	Attend all meetings required by the school, conference, MSHSL, and attend meetings, seminars, and clinics to help improve your coaching abilities.
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 aspects of the program.

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**JOB TITLE**

Head Coach

**CONTRACT REFERENCE**

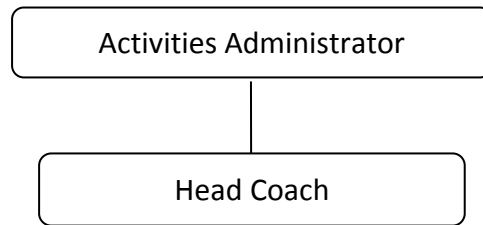
FEA Master Agreement

– Page 2

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**QUALIFICATIONS** (Specific training or job experience required before appointment)

- Minnesota state coaching certification is required.
  - Experience in your sport is required.
  - Minnesota teaching license preferred.
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**ORGANIZATIONAL RELATIONSHIPS**

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**SYMBOLS**

DIRECT SUPERVISION

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INDIRECT SUPERVISION

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WORK DIRECTION

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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.