

# North Posey Girls VARSITY

Page submitted on: [IBCA Coaching Jobs](#)

**Program Gender:**

Female

**Job Title:**

Head Girls' Basketball Coach

**Job Type:**

Full

**Short Description:**

To instruct athletes in the fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success. At the same time, the coach must instruct and demonstrate behaviors that lead to socially acceptable character development, self-discipline, self-confidence, and pride of accomplishment in the student athletes. To upgrade his/her knowledge and skills through coaching clinics, observations, consultation, etc.

**Duties and Responsibilities:**

Essential Job Functions

Has a thorough knowledge of all the athletic policies approved by the MSD of North Posey County School Board of Education, as well as IHSAA, and is responsible for their implementation by the entire staff of the sports program.

Has knowledge of existing system, state and league regulations; implements same consistently and interprets them for staff.

Understands the proper administrative line of command and refers all requests or grievances through proper channels. Is aware of all public/staff/departmental meetings that require attendance.

Established the fundamental philosophy, skills and techniques to be taught by staff. Designs conferences, clinics and staff meetings to insure staff awareness of overall program.

Trains and informs staff, encourages professional growth by encouraging clinic attendance according to local clinic policy.

Delegates specific duties, supervises implementation and, at season's end, analyzes staff effectiveness and evaluates all assistants.

Maintains discipline, adjusts grievances and works to increase morale and cooperation.

Performs such other duties which may be assigned by the athletic director/principal.

Assists the athletic director in scheduling, providing transportation and requirements for tournament and special sport events.

Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance and school employees.

Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent and eligibility.

Provides proper safeguards for maintenance and protection of assigned equipment sites.

Advises the athletic director and recommends policy, method or procedural changes.

Serves as a mentor to each athlete to promote the development and demonstration in student athletes the character traits of trustworthiness, respect, responsibility, fairness, caring, and citizenship.

Gives constant attention to a student athlete's grades and conduct.

By his/her presence at all practices games and while traveling, provides assistance, guidance and safeguards for each participant.

Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant.

Initiates programs and policies concerning injuries, medical attention and emergencies.

Completes paperwork on all disabling athletic injuries on proper forms and submits to athletic office within 24 hours.

Directs student managers, assistants and statisticians.

Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and contracts parents when a student is dropped or becomes ineligible.

Assists athletes in their college or advanced educational selection.

Participates in the budgeting function with the athletic director by establishing requirements for the next season. Recommends equipment guidelines as to type, style, color or technical specifications.

Is responsible for operating within budget appropriations.

Is accountable for all equipment and collects the cost of any equipment lost or not returned.

Arranges for issuing, storing and reconditioning of equipment and submits annual inventory and

current records concerning same.

Properly marks and identifies all equipment before issuing or storing.

Monitors equipment rooms and coaches' offices, authorizes who may enter, issue or requisition equipment.

Permits the athletes to only be in authorized areas of the building at the appropriate times.

Examines locker rooms before and after practices and games, checking on general cleanliness of the facility. Responsible for cleanliness and maintenance of specific sport equipment.

Secures all doors, lights, windows and locks before leaving building if custodians are not on duty.

Instills in each player a respect for equipment and school property, its care and proper use.

Organizes parents, coaches, players and guests for preseason meetings.

Promotes the sport within the school through recruiting athletes who are not in another sports program and promotes the sport outside the school through news media, little league programs, or in any other feasible manner.

Responsible for the quality, effectiveness and validity of any oral or written release to local media.

Responsible for maintaining good public relations with news media, booster club, parents, officials, volunteers and fans.

Presents information to news media concerning schedules, tournaments and results.

**Skills/Requirements:**

Knowledge, Skills, and Abilities

Ability to manage instructional time.

Ability to manage student behavior.

Ability to consult with parents, teachers and the community to enhance the learning of students.

Ability to monitor student performance.

Ability to be an active listener, problem solver, and effective communicator.

**Education Requirements:**

Minimum High School Diploma or Equivalent

Experience in coaching in assigned sport

Excellent Communication and Team Skills

Strong Organizational Skills

Substantial knowledge of the technical aspects of the sport and, at the same time, must continue to examine new theories and procedures pertinent to the field.

**Salary/Wages:**

7,749

**School Name:**

MSD of North Posey County

**First name of School's Contact Person:**

Amy

**Last name of School's Contact Person:**

Motz

**Job title of School's Contact Person:**

Human Resource Officer/Admin Asst

**School's Street address:**

101 N Church Street

**City:**

Poseyville

**State/Region:**

IN

**Zip Code:**

47633

**Phone number of School's Contact Person:**

18128748816

**Fax number:**

8128748816

**Email of School's Contact Person:**

[amotz@northposey.k12.in.us](mailto:amotz@northposey.k12.in.us)

**Website URL:**

<https://www.northposey.k12.in.us/jobs>