

**Job Title:** Head Girls' Golf Coach

**Reports To:** Director of Athletics

**Classification:** Exempt; Seasonal (spring-20-25 hours per week) Stipend Position

## SUMMARY

La Salle Catholic College Preparatory High School, a 5A member of the Northwest Oregon Conference (NWOC) and Oregon School Activities Association (OSAA) is hiring for the position of **Head Girls' Golf Coach**. The ideal candidate possesses excellent teaching skills and demonstrates passion for leading and motivating student-athletes. Serving as the leader for the golf program includes possessing excellent knowledge of the game, successful leadership and management of assistant coaches, promoting positive community and media relationships and contributing to the successful student-athlete experience to which La Salle, NWOC and the OSAA are committed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include, but are not limited to the following:

- Develop and form student-athletes in the spirit of Lasallian education in collaboration with the parents, administrators, faculty, staff, etc...
- Enthusiastically motivate and develop talented and well-rounded student-athletes
- Develop, promote and execute a successful golf program including the coordination of highly effective practices, youth camps, training sessions, etc...
- Articulate, set and hold student-athletes and coaches to high expectations.
- Design and coordinate an off-season workout program for athletes.
- Design practice schedules in collaboration with assistant coaches and consider their needs in addition to those of commuting student-athletes and families.
- Maintain necessary certifications and hire qualified assistants who possess proper certifications.
- Coordinate game schedules in collaboration with the athletic director.
- Partner with school personnel in the advancement office to properly fundraise for program needs outside the yearly operating budget.
- Maintain and update inventory of equipment, supplies, uniforms, practice gear, apparel, and additional items.
- Manage the yearly operating budget, coordinate bids with vendors, and execute check and purchase order requests with the assistance of the athletic director and school business office personnel.
- Effectively communicate with players and parents using school approved forms of electronic communication and maintain an online presence to help inform and promote the program to the community.

- Manage playing time as it relates to each level (V/JV) of play and stress the importance of playing time to assistant coaches.
- Design and promote safe practice sessions on a daily basis and communicate effectively with students, parents and the trainer in the event of an injury or illness.
- Utilize registration software to properly account for eligible student-athletes cleared for participation.
- Develop criterion for tryouts and a cut-policy, effectively communicate to players in advance of tryouts, and personally deliver the message to student-athletes unable to participate during the season in a way that honors their dignity.
- Set-up, manage and clean-up equipment for all athletic contests and practices.

**QUALIFICATIONS** must currently be in possession of or have the ability to acquire:

- Successful high school coaching and/or teaching experience or equivalent.
- Knowledge of PGA & high school golf rules, possesses ASEP or NFHS coaching certification.
- OSAA certifications (substance abuse policy, concussion prevention, child abuse prevention, First Aid, and CPR/AED)

## **SKILLS**

- Ability to cooperate as a team member with other school colleagues and administration in an effort to meet key initiatives.
- Strong organizational skills necessary to meet deadlines and to satisfy the requirements of the position.
- Detail oriented and ability to work under time sensitive deadlines; ability to multi-task, prioritize and follow through on a variety of concurrent projects.
- Ability to communicate concisely and effectively, both verbally and in writing.

## **REQUIREMENTS**

- Ability to attend and assist with a select number of evening and weekend practices and matches beginning February 25<sup>th</sup>
- Must have the ability to possess a type 20 bus license to drive student-athletes.
- Setting up for a wide variety of events and activities will require extended time standing as well as lifting and carrying heavy items and equipment. General weight requirements will fall 40 pounds or less, but on occasion, may be more.

**Salary:** \$3,494 - \$4,524 per season

**Position Closes:** Open until filled

**Submission Details:** Complete an [online application](#), submit a letter of interest and resume to Chris George at [cgeorge@lsprep.org](mailto:cgeorge@lsprep.org) (503-496-1755)