

**PATHWAYS TO COLLEGE K-8  
JOB DESCRIPTION**

<b>TITLE:</b>	Assistant Athletic Coach
<b>CATEGORY:</b>	Classified Non-Exempt
<b>REPORT TO (BY TITLE):</b>	Executive Director/Principal
<b>SALARY RANGE:</b>	11
<b>SALARY SCHEDULE:</b>	Classified Contract
<b>WORK YEAR:</b>	10 Months

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**POSITION DESCRIPTION**

Under direction, conduct athletic programs with students in grade TK through 5<sup>th</sup>. Maintain athletic equipment rooms/storage and perform related duties as required.

Class Characteristics:

Incumbent must work cooperatively with coaches, P.E. instructors and athletes. Successful performance requires the incumbent to establish leadership and rapport to elicit cooperation from students to maintain order, safety, and enhance student learning.

**DUTIES AND RESPONSIBILITIES (ESSENTIAL JOB FUNCTIONS)**

Duties may include, but are not limited to the following:

- Responsible for organizing innovative games and challenges that promote physical activity among all students, grades TK-5.
- Focus on developing motor skills, physical development, proper exercise, and eating habits among all students.
- Must be knowledgeable about healthy life practices and use everyday relevant situations to teach these practices.
- Must be creative and resourceful in using school space and limited resources to provide physical activities, and be flexible and engaging as an instructor for students from multiple grade levels.
- Set and achieve high goals for students.
- Take direction from P.E. Teacher.
- Attend and participate in staff professional development and meetings.
- Provide support to athletic programs during regular school day and after school programs.
- Perform other duties as assigned.

**JOB REQUIREMENTS**

Ability to:

- Plan, organize, develop, and enthusiastically conduct a comprehensive instruction program for pupils in grades TK to 5, or a combination of these grades;
- Apply concepts and abstract learnings to practical situations;
- Provide effective learning experiences for students with a wide range of socio-economic and cultural backgrounds and with varying mental, social and emotional levels;
- Provide an attractive, inviting and stimulating learning environment;
- Communicate effectively in oral and written form using grammatically correct language;
- Understand and carry out oral and written directions with minimal accountability controls;
- Establish and maintain cooperative and effective working relationships;
- Be flexible, creative, resourceful, and enthusiastic for instruction and learning, organized, with strong classroom systems and management skills.
- Have strong knowledge and skills in content area and in the art of instruction.
- Actively participate in collaborative teams.
- Be open to receiving coaching and support.
- Demonstrate initiative, persistence, and resiliency.

### **MINIMUM QUALIFICATIONS**

#### **Education:**

- B.A. degree or higher, preferably in Health, Physical Education, or Kinesiology.