

Christ Presbyterian Academy Job Description
Head Varsity Coach

POSITION PURPOSE: The head coach is responsible for all aspects of the program including organizing, preparing, and conducting a successful season where student-athletes compete within a Christian world life and view.

POSITION HELD BY: Vacant

SUPERVISES:

DIRECT REPORT: Athletic Director

POSITION OUTCOMES/EXPECTATIONS:

- I. Instruction/Supervision – training and mentoring student-athletes to perform to their God-given ability through practice and training
- II. Competition – game or event management that helps the athletes and team perform successfully on the field or court
- III. Vertical Team System – supporting feeder programs and coaches in a way that builds the overall sport team system
- IV. Equipment and Facilities – securing, preparing, and maintaining the equipment and facilities necessary for athletic success
- V. Budget – acting responsibly as good stewards of the funds and staying within budget for their sport
- VI. Communication – providing team information to students, parents, staff and the surrounding community
- VII. Paperwork – submitting, within established timeframes, all needed information and forms.
- VIII. Scheduling/Hosting – schedule all competitions and do all necessary tasks that are involved in hosting games/competitions
- IX. Transportation – provide or arrange for safe transportation for all students to sport related activities

OTHER RESPONSIBILITIES

- I. Conduct all activities in a way that is Christ glorifying and is in alignment with a Christian world and life view.
 - II. Maintain a safe environment at all times, including transportation, practice and competitions.
 - III. Support students outside the program.
 - IV. Support the CPA community by acting as an advocate for other programs including other athletic sports, arts and academics.
 - V. Manage communication effectively with internal and external partners.
 - VI. Must demonstrate sound fiscal management capability
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QUALIFICATIONS AND REQUIREMENTS:

Education

- Bachelor's degree required.

Experience

- Meaningful experience in coaching his/her sport with demonstrated leadership skills normally acquired through at least 3 years of teaching and/or coaching experience.

Skills and Abilities

- Possess strong interpersonal/relational skills and an ability to relate to high school age students.
- Ability to support and supervise other coaches within the program (such as the middle school).
- Ability to work with and support other coaches, faculty and volunteers to build the CPA community into one that always seeks to bring all glory to Jesus Christ.

Requirements

- All employees must commit to performing their duties in accordance with the stated mission and purpose of the school, CPA Policies and Procedures Manual, and the Westminster Confession of Faith. All employees must be evangelical Christians and active members of an evangelical Christian church.
- Must have a saving knowledge of Jesus Christ and the commitment to follow his leadership.
- Understanding of Christian world and life view as it relates to all parts of school life.
- Thorough understanding of training and competition techniques and methods.
- Understanding of safety and first aid.
- Working conditions are typically outdoors and include cold and wet environments.
- Knowledge of the basic principles of teamwork.
- Knowledge of the basic principles of supervision.
- General understanding and appreciation of CPA history and culture.
- This position requires work hours after school to conduct practices and flexible hours in regard to competitions.
- Position requires excellent professional judgment and commitment to the highest ethical standards.

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All of the above duties and responsibilities are essential job functions for which reasonable accommodation will be made. All job requirements listed indicate the minimum level of knowledge, skills and/or ability deemed necessary to perform the job proficiently. The position description is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. Employees may be required to perform any other job-related instructions as requested by their supervisor, subject to reasonable accommodation.
